

Minutes of Recreation Commission
Meeting Date: August 7, 2017

AnnMarie Bouzan
SK

Call to Order: Meeting was at the Camp Kiwanee Main Lodge. Call to order was at 6:02 p.m.

In Attendance: AnnMarie Bouzan, Brian Smith, Brian Fruzzetti, Theresa Cocio, and Lan Woodward.

Also in Attendance: Tracey Seelye, Emma Mousette, Residents Madi Storey, Joan Fruzzetti, and Gregg Poth

Lan Woodward, Administrative Assistant, will take the minutes.

Approval of Minutes

Minutes to be approved and signed from Recreation Commission Meeting on 07.24.17.

Motion to accept 07/24/17 minutes by Theresa Cocio.

2nd Brian Smith.

Vote 4-0.

New Business

Calvary Chapel

Scott from Calvary Chapel attended meeting. He discussed the Calvary Chapel tentative picnic outing for August 20, 2017. Calvary Chapel would like to see if they can get a refund if there is bad weather.

It was discussed that there are rain dates.

AnnMarie Bouzan asked if they could possibly re-book.

Theresa Cocio asked if they would be interested in Frontier Cabin.

Brian Smith suggested carrying over to the next year.

Scott said he would bring the information to see what they say.

AnnMarie Bouzan mentioned that since this is non-profit, we would like to think as a community that they could have one year to book another event.

North End - \$500.00 rate, \$150.00 security deposit, contingent on Board of Selectmen.

Motion to accept Calvary Chapel Rockland Outing August 20, 2017 with one year to reschedule contingent on Board of Selectmen by Brian Fruzzetti.

2nd Brian Smith.

Vote 4-0.

John Z...
Bryan

Caretaker Meeting Discussion

Meeting notes along with caretakers packet passed out for review and discussion.

Time clock discussion.

Recommendation for pay rate increase from Michael McCue for Caretaker Madi Storey. She has taken on more duties with her position as well as opening and closing events.

Motion to accept hourly rate of Madi Storey to \$16.00 hour by Brian Fruzzetti.

2nd Brian Smith.

Vote 4-0

Caretaker Prioritizing List of Items

AnnMarie Bouzan suggested getting weekly list of supplies.

Discussion of outdoor lighting. Madi Storey updated that the lights are taken down at the Lodge.

Brian Smith suggested having National Grid come out to do an energy efficient study.

Discussion on lodge buffer.

Discussion on library floor. We had Brian Ayre take a look at what is needed for repair. He would send along an estimate.

Brian Smith suggested a commercial scrubber. It was save time.

Vacuum Cleaner repair was discussed. Gregg Poth said he would check it out.

Brian Smith suggested an analysis of things needed commercially; carpet cleaner, scrubber, buffing, mopping, steam cleaning. He said the analysis is free.

Discussion on mattresses, obtaining inventory and cleaning.

Suggestions on things to take care of for the week was discussed for the caretakers.

Supplies that would be needed and looking into rates on screening.

Decision on outdoor motion commercial lights for the lodge.

Motion to accept purchase of outdoor commercial lights for lodge not to exceed \$460.00 by Brian Fruzzetti.

2nd Brian Smith.

Vote 4-0.

Caretaker Ed Hanlon needs supplies; power plane, hammer drill, table saw.

Motion to accept purchase of power plane, hammer drill, table saw not to exceed \$650.00 by Brian Fruzzetti.

2nd Brian Smith.

Vote 4-0.

History at Play

Discussion regarding History at Play and information handed out for review and discussion.

Possible date of 12/09/17 with a 6 person ensemble.

Discussion on rates, possible caterers, raffles. Working on pricing and research.



T-Shirts-Caretakers

Discussion on ordering additional t-shirts for caretaker staff since there are new employees and a size issue..

Decided on 2 polos and 2 t-shirts each for the new staff.

Motion to purchase additional polo shirts and t-shirts for caretaker staff by Brian Fruzzetti.

2nd Theresa Cocio.

Vote 4-0.

Pavilion Work

G Lincoln and Sons did work to the Pavilion that needed to be taken care of as soon as possible on the Pavilion. Discussion on work done and invoice received to be approved for payment.

Motion to accept and pay invoice to G Lincoln and Sons for material and labor for Pavilion at \$575.00 by Brian Smith.

2nd Brian Fruzzetti.

Vote 4-0.

Restroom Repair

Caretaker Bobby Hunt made repairs to the toilet lid cover at North End.

Mirror needs to be sized and replaced at North End.

Storefront Building

Discussion regarding storefront building repairs.

Sleigh Removal

Sleigh that was used for scenery from plays to be removed. Madi Storey said she will speak to Deb Blauss for removal. She is on vacation. It is located at the Storefront Building.

Old Business**Resignation of MaryBeth Mackay**

MaryBeth Mackay submitted resignation on 07.24.17.

Motion to accept resignation of MaryBeth Mackay on 07.24.17 by Brian Fruzzetti.

2nd Brian Smith.

Vote 4-0.

Job Descriptions Update

Discussion on Facilities Manager.

AnnMarie Bouzan mentioned that we are open on suggestions.

Brian Smith said that we need someone for facilities. He mentioned that Recreation Director position could be part-time with flexibility.

Theresa Cocio said that we definitely need facilities help.

Brian Fruzzetti mentioned that we should focus on a facilities manager.

It was discussed that it would have to go to Town Meeting.

Warrant(s) Weekly Update

Warrants passed out for review.

Gatehouse Update

Diane Cohen is on vacation this week.

Bath House Keys

Discussion on obtaining one set for both.

Signs Update

No update on signs, Deb Blauss is on vacation this week.

Frontier Cabin Fireplace Update

Discussion on removing stove at Frontier Cabin.

Computer Software Update-Unibank Cabins

Instructions passed out regarding cabin rentals that would now be able to process payment via Unibank, excluding the security deposit.

Comcast-Municipal Grants Follow Up

Brian Smith has a site visit scheduled for Monday 08.14.17. Requested that we have caretaker scheduled for the time of appointment.

Brian Smith just requested that we we should have a list of what we would want for WIFI and landlines.

American Red Cross

American Red Cross at Camp Kiwanee Lodge Friday, 08/11/17 from 9:30-2:30 p.m. They will also be here 11/11/17 9:30-2:30 p.m.

Caged Area Update

No update this meeting.

Farmers Market Update

No update this meeting.

CPC Update

Recreation Commission discussed returned money for now.
Discussion on the North End Issues.

Cornhole Tourney

Diane Cohen has 8 boards, possible date of 10/22/17.

Committees

Discussion of other committees.

Cove

Cove Report of Beach Director

Emma Mousette mentioned that there were 136 season passes sold-116 resident, 20 non-resident.

Swim banquet scheduled Friday 08.11.17. Food supplied by the team.

Fun day is next Wednesday. There will be tiny prizes for each child.

Wasp nests found. Emma Mousette had Chris Fruzzetti spray one of them. Since then, another one was found.

AnnMarie Bouzan said to check with Conservation. They may have knowledge on the type of wasps that are at Cove.

AnnMarie Bouzan asked Emma to put up signs of wasps just in case of allergy.

Emma discussed dock boards are in need of repair and the guard chair steps.

Discussion on cove employee attendance.

AnnMarie Bouzan asked Emma Mousette to mention with the End of Summer Report.

A neighbor called regarding lights at Cove that stay on all the time. They are shining right into her resident.

Request that she attend next recreation meeting. Lan Woodward said she would contact her.

Dumpster/Cove/Recycling/Etc.

Brian Smith has copy of recent invoice. He will look into it.

Hiring of Lifeguards

Michael McCue recommended hiring of Lifeguards Caleb Burke and Alexis Burke.

Motion to hire lifeguards Caleb Burke and Alexis Burke by Brian Smith.

2nd Brian Fruzzetti.

Vote 4-0.

Next Meeting:

Monday 08/14/17 6:00 p.m.

Motion to Adjourn by Brian Smith.

2nd Brian Fruzzetti.

Vote 4-0

Meeting Adjourned at 8:52 p.m.