

Minutes of Recreation Commission
Meeting Date: February 15, 2018

Call to Order: Meeting was at the Camp Kiwanee Lodge Library. Call to order was at 6:00 pm.

In Attendance: AnnMarie Bouzan, Brian Fruzzetti, John Zucco, Diane Cohen, Theresa Cocio, and Lan Woodward.

Brian Smith was not in attendance.

Also in Attendance: Resident Joan Fruzzetti, resident Matt Dyer were in attendance.

Lan Woodward, Administrative Assistant, will take the minutes.

This meeting is being audio recorded.

New Business

Recreation Director Interviews

Annmarie Bouzan notified Recreation Commission that one of the 3 candidates has taken another job position and will not be in attendance.

Town Administrator Michael McCue discussed vendored positions to the town attorney and there are state mandates and strict guidelines for vendor/contracted employment and this position does not meet this criteria.

The times for the 2 of 3 candidates are 6:15 pm and 7:00 pm.

Joan Fruzzetti asked if we could go back and go through resumes we currently have and discussion on possible re-advertising.

Lan Woodward checked Camp Kiwanee email and there was an email from the first candidate, Tabitha Dos Santos. She stated she will not be attending interview and has taken another position.

Recess until 7:00 pm.


John Zucco
Brian Fruzzetti
Diane Cohen
Lan Woodward

Interviews resumed at 7:03 pm.

Second candidate Joshua Wolff arrived for Interview with Recreation Commission.

Candidate discussed what his interests were and education background. He has Masters from NC State in Parks Recreation Tourism. He has experience in Recreation Departments, most recently Town of Brookline and currently at an aquatics facility.

Annmarie Bouzan asked Josh about his financial background.

It was asked if he was familiar with working with Budgets.

Josh firmly believes it is important part in a municipal Recreation Department.

John Zucco mentioned that we are looking for someone that is software savvy and if Josh was familiar with computers and software?

Josh discussed that this was mentioned with his interview with Town Administrator Michael McCue as well.

Josh attends meetings for MA Recreation and Parks to keep updated on programs and to also have the opportunity to discuss these programs. He did some research on possible programs for Camp Kiwanee. He has previous computer experience.

Brian Fruzzetti asked Josh other than weddings if he has had any other ideas that can bring revenue to Camp Kiwanee and Cranberry Cove and also the Community?

Josh mentioned his ideas on what could be done and how we can expand, including possible kayak lessons. He has also looked in to membership options.

Brian Fruzzetti asked about Community Events?

Josh mentioned community service and also cold calling to promote, social media, discussed Hanson Day, as Brookline had a day as well.

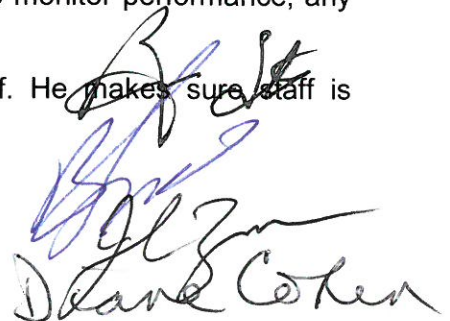
John Zucco asked Josh if he has had experience with other Town Departments such as Board of Health, Permits, Public Health. Josh explained his experience.

Theresa Cocio asked Josh what he was doing currently for work?

Josh is working at Little Flippers aquatic facility.

Diane Cohen asked Josh what he thought would be the best way to monitor performance, any experience in disciplinary action?

Josh believes in performance appraisals and feedback from staff. He makes sure staff is meeting standards. Communication and training is really important.



Josh Wolff
Diane Cohen

Annmarie Bouzan asked if Josh had any questions for the Recreation Commission?

Josh asked about it being a vendored position and Annmarie explained to Josh what Town Administrator Michael McCue had let them know.

Josh asked Recreation Commission if there is a 3-5 year plan or any specific items to accomplish?

John Zucco mentioned cable, WIFI, security system, docks. John Zucco said there are a lot of challenges.

Annmarie mentioned to Josh that the Town is in process of hiring a Facilities Manager as well and that the Recreation Director would be working with that person.

Josh thanks Recreation Commission for their time.

Annmarie Bouzan asked the Recreation Commission members if they would like to advertise the Recreation Director position again or if they wanted to think about it and come back before deciding anything. John Zucco stated he was ready to make a motion and the Recreation Commission was asked if they were comfortable with making a motion now. Recreation Commission discussed hiring Josh Wolff pending checking references and terms to be agreed upon by all parties involved. Town Administrator Michael McCue to be notified.

Motion to hire Josh Wolff based on approval of references by Diane Cohen.

2nd Brian Fruzzetti.

Vote 5-0.

Audience Member Matt Dyer said he would like to ask 2 questions:

1. If all of the Recreation Commission Members have seen all the applications applied?
2. If applicants were contacted regarding position originally being a vendored position?

Recreation Commission discussed Matt Dyer's questions.

Motion to adjourn by Brian Fruzzetti.

2nd Diane Cohen.

Vote 5-0.

Meeting adjourned at 7:50 pm.

