

## **Minutes of Recreation Commission**

**Meeting Date: April 9, 2018**

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

**In Attendance:** Annmarie Bouzan, Theresa Cocio, Diane Cohen, Brian Fruzzetti, Brian Smith, John Zucco, Joshua Wolff, and Lan Woodward.

Brian Smith will be arriving late. (arrived 6:06 pm)

**Also in Attendance:** Resident Joan Fruzzetti, Joseph Irvine from Whelan and Associates, and Corey Mileski Apple Corps., Inc.

Lan Woodward, Administrative Assistant, will take the minutes.

This meeting is being audio recorded.

### **Approval of Minutes**

Minutes to be approved and signed from Recreation Commission Meeting for 03.26.18.

Approval of 03.26.18 minutes by Diane Cohen.

2nd Theresa Cocio.

Vote 6-0.

### **Department Head Update(s)**

#### **New England Raptor and Reptile**

Joshua Wolff has had no response as of today's meeting. He will keep Recreation Commission updated. He will try to reach out to Curious Critters.

#### **Paddleboards**

Joshua Wolff has had no response as of today's meeting. He will try to reach out to other companies. Pricing on paddleboards to be discussed at a future meeting as well.

*Theresa A. Cocio*  
*Diane M. Cohen*  
*Annmarie Bouzan*  
*John Zucco*  
*Brian Smith*  
*Lan Woodward*

### **Clean Up Day**

Joshua Wolff met with Green Hanson regarding Clean Up Green Up Day on 04.21.18 to see if Camp Kiwanee Clean Up day could be combined. Green Hanson would rather two different days, they felt it may affect participation. Joshua Wolff feels the same. Discussion on the date of 05.12.18.

Joshua Wolff discussed promoting to Green Hanson and the schools and get the publicity rolling.

Motion to approve the date of 05.12.18 for Hanson Camp Kiwanee Clean Up day from 8:00 am-1:00 pm by John Zucco.

2nd Diane Cohen.

Vote 6-0.

### **Cornhole Tourney**

Discussion on Cornhole Tourney Fundraiser for Sunday, 08.26.18. Joshua Wolff will reach out to businesses for donations for winning prizes. This would be an outdoor event possibly same day as the Cove Annual Fun Day. Research to be done on admission fees.

Motion to approve Cornhole Tourney Fundraiser for Sunday, 08.26.18 by Brian Fruzzetti.

2nd Diane Cohen.

Vote 6-0.

### **History at Play**

Joshua Wolff put together some figures together regarding History at Play.

He also created a list of pros and cons and feels this is not a good event for Camp Kiwanee.

Recreation Commission discussed the importance of plays at Camp Kiwanee.

Discussion on reaching out to Hanson Cultural Council regarding History at Play. Joshua Wolff to follow up regarding this.

Tentative date of 11.10.18 chosen. Joshua Wolff to obtain more information for the event including catering costs. To be continued.

*Joshua Wolff*  
*Diane Cohen*  
*Annmarie Bourne*  
*John Zucco*

*Brian Fruzzetti*  
*John Zucco*

## **New Business**

### **Joseph Irvine Whelan Associates**

Joseph Irvine discussed cleaning services that Whelan Associates provides. Proposal distributed which covered 4 days weekly, Thursday - Sunday. It would be one person for 4 hours. Discussion regarding specific cleaning requests and what would be included. Cleaning supplies are included excluding paper products. Deck would be at additional cost. Price lists were included in the proposal as well. Joseph said references can be provided. That rate from Whelan Associates would be \$1,600.00 monthly.

### **6:10pm Corey Mileski Apple Corp., Inc.**

Corey Mileski from Apple Corp., Inc. discussed cleaning services with the Recreation Commission as well. Proposal included 4 days weekly, Thursday - Sunday. I would be one 1-2 people for 4 hours. They would bring their own products, equipment. The deck would be included. Agreement can be for 30 days and changed during off season. The rate from Apple Corp., Inc. would be \$693.00. Corey Mileski will forward along references for Recreation Commission review.

### **Establishing Guidelines for Time off and Hours of Work for Director**

The director position is currently a 35 hour week with flexibility in time if there is a meeting, etc. It is done with Town Department Heads. If any absences or change in schedule, there must be notification.

### **SSVT 06.05.18 Event**

South Shore Vo Tech High School would like to hold their Senior Reception on 06.05.18 at Camp Kiwanee. Tom Hickey would like to see if they could get the Hanson Resident Discount since Hanson falls within their school district.

Motion to accept South Shore Vo Tech High School Senior Reception on 06.05.18 with the Hanson Resident Discount pending Board of Selectmen Approval by John Zucco.

2nd Brian Fruzzetti.

Vote 6-0.

*Theresa A. Cocchi*  
*Diane Cohen*  
*Annmarie Bangen*  
*John Zucco*  
*Brian Fruzzetti*  
*John Zucco*



## **Wedding Wire**

Camp Kiwanee's Wedding Wire renewal is due April 2018. Discussion on Wedding Wire and leads and bookings obtained. John Zucco will reach out to Wedding Wire as well to see if they will connect with our new webpage. The annual amount is \$3,256.00.

Motion to renew Wedding Wire at the rate of \$3,256.00 by John Zucco.

2nd Brian Fruzzetti.

Vote 6-0.

## **Floors**

Discussion on floors to be done at the Lodge.

Annmarie Bouzan requested Joshua Wolff look into pricing with Apple Corps. Inc. to see the pricing they would have as well as Brian Ayre and check back with the Recreation Commission at next meeting.

## **Miscellaneous Correspondence**

Discussion regarding Yoga in Nature. Deb Blauss to add a Wednesday morning class unless lodge event is taking place.

Annmarie Bouzan to resign from Recreation Commission 04.30.18.

Discussion on Joshua Wolff creating survey to send to Hanson residents. Diane Cohen asked if we could do a Cove survey as well which would include ways to improve.

Conway School discussion regarding all the trees. They will not be able to get in this year, but will plan a site visit and work through the program with us.

Annmarie Bouzan reminder to Lan Woodward to send a thank you note to Whitman Hanson National Honor Society for their Day of Service on 04.07.18. She will make sure to do that. The students did a great job helping and assisting with cleaning areas for Camp Kiwanee.

*Joshua A. Wolff*  
*Diane Cohen*  
*Annmarie Bouzan*  
*John Zucco*  
*Brian Fruzzetti*  
*Deb Blauss*

Green Hanson would like to borrow 4 white picnic tables from Camp Kiwanee for Clean Up Green Up Date 04.21.18. Town Highway Department would pick them up and also return them to Camp Kiwanee.

Motion to approve Green Hanson to borrow 4 white picnic tables from Camp Kiwanee for Clean Up Green Up Date 04.21.18 to be picked up and returned by Town Highway Department by Diane Cohen.

2nd Theresa Cocio.

Vote 6-0.

### **Old Business**

#### **Seasonal Staff Job Advertisements/Descriptions**

#### **Caretaker Staff Job Advertisements/Descriptions**

Joshua Wolff notified Recreation Commission the the job advertisements were place in the Whitman Hanson Express and the Pembroke Mariner. He is waiting on Indeed and contacting the high school.

Discussion on lifeguarding classes at the Y and Kingsbury Club.

Lan Woodward placed ad on the Town of Hanson Camp Kiwanee and Cranberry Cove Facebook pages as well as 2 Hanson MA pages: Hanson, MA Connect and Hanson, MA Network.

We will re-visit the job descriptions.

### **Storm Update**

Discussion on any contact from insurance company.

### **Multi Day Rentals**

Follow up on multi day rentals regarding catering. If any questions, make sure to have them contact Board of Health.

Theresa A. Cocio  
Diane Cohen



Annmarie Bouyer  
John Zucco  
Brynn Stetson

## **Policy and Procedures**

The Recreation Commission Policy and Procedures were approved and accepted by the Board of Selectmen. Recreation Commission thanks Brian Fruzzetti with his help in this. Administrative Assistant Meredith Marini added to the Hanson website.

## **Fundraisers**

Discussed above.

## **Capital Improvement Matrix**

Discussed. Okay to remove from Agenda.

## **Website**

Joshua Wolff will be in touch regarding this. Diane Cohen asked if we had a time frame, but Josh said not yet, he will also work on updated Unipay.

## **Warrant Weekly Update**

Warrant(s) passed out for Recreation Commission review.

## **Caretaker Weekly List of Items/Reports**

Discussion on possible facilities manager.

## **Cleaning Services**

Discussion above.

## **Septic**

No update as of this meeting.

## **Caretaker Weekly List of Items/Reports**

Kitchen clean up and painting and walk in fridge cleaning. Replacement of rotted wood below the fridge door.

Cleaning of shelves that are in the fridge area.

*Theresa A. Covi*  
*Diane Cohen*  
*Ann Marie Banger*  
*John*

*Brian Fruzzetti*  
*Let Sh*

### **Commercial Analysis Update**

We are waiting on corrected copies to be sent to us.

Brian Smith mentioned that he will print and edit the changes needed.

### **CPC Update**

Diane Cohen will have an update this Wednesday for next Recreation Commission Meeting.

### **Open Mic Night**

Open Mic Night will be continued at a later date.

### **Frontier Cabin Fireplace Update**

On hold.

### **Comcast Municipal Grants Follow Up**

Waiting on Town Meeting.

### **Adopt a Cabin**

Postponed for now.

### **Security**

To be continued.

### **Cove**

Dock Update

Contact person was emailed regarding companies for pulling pilings out.

Next meeting:

Monday 04.30.18 at 6:00pm

Motion to Adjourn by John Zucco.

2nd Theresa Cocio.

Vote 6-0.

Meeting Adjourned 7:42 p.m.

*Theresa A. Cocio*  
*Diane Cohen*  
*Annmarie Bourne*

*John Zucco*  
*Regina*