

Minutes of Recreation Commission
Meeting Date May 21, 2018

Call to Order: Meeting was at the Camp Kiwanee Lodge Library. Call to order was at 6:00 pm.
In Attendance: Theresa Cocio, Diane Cohen, Brian Fruzzetti, Melissa Scartissi, Brian Smith, John Zucco, Joshua Wolff, and Lan Woodward.
Also in Attendance: Resident Joan Fruzzetti, Emma Mousette, and Chris Fennessey.
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 05.14.18.
Approval of 05.14.18 minutes by Brian Fruzzetti.
2nd John Zucco.
Vote 6-0.

Department Head Update(s)

Paddleboards

Joshua Wolff notified Recreation Commission that he contacted Cohasset Paddle Sports Cohasset, MA. They cannot do the program.
Joshua Wolff reached out to Charles River Canoe and Kayak Waltham, MA. They have instructors and the rate is \$95.00/hour. There is a charge to rent paddleboards and a delivery fee. He will be obtaining a quote for this Summer.
Joshua Wolff also contacted LL Bean, the Dedham, MA location. Their program is held Saturday and Sundays for 1.5 hours. It is \$25.00 to register with all equipment included. We could need to rent a van/bus to Dedham.
Joshua Wolff also suggested he or staff could drive there. He believes there would be less traffic on the weekend. Recreation Commission discussed concern of liability.
Recreation Chair Diane Cohen feels we should be providing recreation at Camp. Recreation Commission agreed.
Melissa Scartissi suggested contacting REI. Joshua Wolff believes they didn't have as much to offer, but he will reach out to both and see if they could offer a class at Camp Kiwanee.
Discussion on kayaking. Joshua Wolff considered a kayaking club and is willing to do it so it would be free. He is we have 10 kayaks and 5 canoes in inventory so he will test them.
Diane Cohen asked what days would the class be advertised and if there would be a cost?
Joshua Wolff suggested weekend, possibly in the morning.
Recreation Commission discussed having a lifeguard present during class.
To be continued at next Recreation Meeting.

Cornhole Tourney

No update as of this meeting.
Brian Smith forwarded a list of Hanson restaurants to Joshua Wolff. Joshua Wolff said he will call for donations.

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Diane Cohen
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Verizon

Joshua Wolff obtained documentation regarding contract and it stated the price most likely won't change.

Bay Copy

Joshua Wolff contacted Bay Copy. A representative would provide more information to him. Discussion on scanning option on copier as well as faxing capability.

History at Play

No update as of this meeting.

Joshua Wolff will still have to apply for the grant on September 1, 2018. Timeline for the grant is September 1, 2018-end of October 2018.

Hanson Recreation Questionnaire Update

No update as of this meeting.

There were about 5-10 responses as of today's meeting.

Diane Cohen suggested that we bring all the data to an upcoming Board of Selectmen meeting so that we can update residents and Board of Selectmen.

Discussion on Survey Monkey annual purchase price of \$384.00. Diane Cohen requested to research google regarding creating surveys as well.

Boat Painting Program

Joshua Wolff obtained a price of \$40.00 hour. There would be an additional fee for paint brushes and pain.

Joshua Wolff is unsure of paint/brushes, but is willing to buy them.

Diane Cohen suggested searching the Camp Kiwanee craft cabin to see what may be here.

Light Repair Update

Joshua Wolff notified Recreation Commission members that Dan Brown would be coming this week for repair.

Joshua Wolff said that the fan in lodge can be fixed, but he is waiting on a quote.

John Zucco asked about the flickering lights in the library.

Lan Woodward had been notified by the caretakers regarding lights not working in walk in fridge. They had an issue in April, but now lights aren't working at all. Recreation Commission suggested Joshua Wolff to check with caretakers regarding fridge lights.

Brian Fruzzetti suggested on getting another quote from Dan Driscoll.

Movie Night

Joshua Wolff obtained quote for the movie Coco at \$435.00. Anytime a movie is shown, you need to pay the licensing fee.

Discussion on having 3 movie nights at rate of \$800.00 as well as age, family movie night, and dates/months they could be held. The website is www.swank.com.

To be continued for Recreation Commission discussion next meeting.

American Red Cross Blood Drive

No update as of this meeting.

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Diane Cohen
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Hanson Day

No update of this meeting.

Discussion of when to have Hanson Day. Recreation Commission requested Joshua Wolff to contact the Hanson 200th Anniversary Committee to see if Camp Kiwanee could be involved in it. The contact person is Joshua Singer at Edward Jones Investment Hanson, MA. Joshua Wolff will reach out to contact.

Halloween

Lan Woodward passed out a printout of October 2018 dates of availability as of 05.21.18 along with Patriots schedule.

Recreation Commission discussed possible trick or treating, parking, sponsors, pumpkin carving, face painting. Discussion on having popcorn, hot dogs, donuts, refreshments.

Tentative date of Sunday, 10.28.18, from 1:00pm-4:00pm.

Event could be placed on Facebook page regarding sponsoring a haunted cabin. It could be for business, families.

To be continued at next Recreation Commission meeting.

New Business

Miscellaneous Correspondence

Facilities Manager Chris Fennessey stopped at meeting to introduce himself to Recreation Commission and staff. His start date is 05.22.18. Discussion on facilities studies that was completed for the Camp.

Continued discussion on Lodge sign hours and Joshua Wolff's hours. Meredith Marini and Michael McCue to discuss his hours. Michael McCue was unaware of hours being 9am-4pm.

Discussion on Comp Time being taking on Tuesdays instead of Monday since we are unaware duration of Recreation Commission meetings.

Diane Cohen requested that this be straightened out and update for next Recreation Commission next meeting.

Upcoming Event Season

Discussion of renter's issue with Camp Kiwanee Lodge.

Discussion of kitchen sink area. Joshua Wolff notified Recreation Commission that Ed Hanlon will be handling the flooring in that area.

Grease Trap discussion - Drain Shooter is now permitted.

Discussion on trees at Frontier Cabin. Trees would not allow cabin to be rented for first camping weekend of season.

Diane Cohen would like an updated amount on budget. Joshua Wolff has been trying to get a hold of Dave Hanlon from Highway, but has not got in contact with him as of today's meeting.

Theresa A. Coiro
Diane Cohen
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Joshua Wolff
B. L.

Old Business

Seasonal Staff Job Advertisements/Descriptions

Caretaker Staff Job Advertisements/Descriptions

Joshua Wolff notified Recreation Commission that he interviewed the remaining list. He sent Meredith Marini all the new hires. She will send out the letters. Emma Mousette is the Beach Director.

On Tuesday, May 29, 2018 and Tuesday, June 12, both times 4:30pm-7:30pm, there will be a paper night for hires at Hanson Town Hall. Employees can also set up an appointment with Stacey Reed for paperwork if they cannot attend these dates.

Joshua Wolff also reached out to a handful of college students for Camp Kiwanee clean up. He stated there would be two lines of pay rates. Recreation Commission requested that this be double checked.

Joshua Wolff mentioned being contacted for volunteer services around the Camp. He would like to create an application.

Joan Fruzzetti mentions that volunteers need a CORI check. Recreation Commission suggested contact Meredith Marini regarding this. We would need to get detailed information regarding volunteering.

Volunteering to be added to next Recreation Commission agenda.

Recreation needs to vote on the list of hires.

Revised List of 2018 Applications with recommendation to hire by Joshua Wolff:

Beach Director:	Emma Mousette
Assistant Caretaker:	Jennifer Harriott
Caretaker:	Daniel Hickey
Caretaker:	John O'Leary
Gate Attendant:	Patrick Dever
Gate Attendant:	Robert Dodge
Gate Attendant:	Emily Hunt
Gate Attendant:	Mary LeBarre
Gate Attendant:	Ethan Lenihan
Gate Attendant:	Lanna Phillips
Gate Attendant:	Damon Ware
Gate Attendant:	Katherine Carlson
Lifeguard:	Declan Byrne
Lifeguard:	Abigail Byrne
Lifeguard:	Caleb Lewis
Lifeguard:	Nicole Scoh
Lifeguard:	Hunter Shields
Lifeguard:	Josh Baker
Lifeguard:	John McCarthy
Lifeguard:	Patrick McCarthy
Lifeguard/WSI:	Michael Byrne
Lifeguard/WSI:	Connor Holland
Lifeguard/WSI:	Caroline Woodward

Motion to hire revised recommendations listed above from Joshua Wolff by John Zucco.

2nd Brian Smith.

Vote 6-0.

Theresa A. Fazio
Diane Cohen
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Storm Update

Discussion on clean up and trees to be removed as of today's meeting.

Website

Joshua Wolff notified Recreation Commission that there was not an update.

We currently have the temporary website and one on wordpress which is not live.

Recreation Commission discussed timeframe concerns.

Diane Cohen requested that we find out about the website and to have a deadline of June 1st.

John Zucco discussed booking software to research. The site is www.djeventplanner.com. He will look into the cost.

Revised, approved Recreation Commission Policies and Procedures should be added to the new website. Diane Cohen requested Joshua Wolff add to the Town of Hanson Camp Kiwanee Facebook page as well.

Warrant Weekly Update

No warrants for this week's meeting.

Caretaker Weekly List of Items/Reports

Flagpole to be painted.

South End Cabin cleaning.

Screens to be started soon.

Cleaning Services/Floor Update

Discussion on floor rates for Needles Lodge.

Joshua Wolff received 2 quotes.

Brian Ayre at \$1,800.00 which would consist of buffing, coating, super gloss, and commercial gym finish. It would include main area, lobby, hall and foyer (excluding stage, library and main office hall).

Whelan Associates at \$625.00 which would include a floor rejuvenator and buff with high speed machine using a white pad. It would ensure high gloss finish without damaging the urethane finish.

Discussion on cleaning services from Apple Corps. Inc. Apple Corps, Inc. forwarded reference list for Recreation Commission review.

Lan Woodward to look at upcoming events and see how scheduling could be as far as times and days for Recreation Commission approval for cleaning services. To be discussed at next Recreation Commission meeting.

Septic

Joshua Wolff notified Recreation Commission that Paul the Plumber finished up today and that there is additional work. He spoke with Al Hanscomb regarding the bar sink/slop sink in the kitchen area.

Diane Cohen requested to mention the bathroom issue at the Cove Bath House.

Discussion on Septic at Cove. Josh Wolff to call for Cove pumping.

CPC Update

No update as of this meeting.

Brian Smith and Diane Cohen walked the property and did research on the railings. They will be expecting quotes. Plans on getting 5' wide docks. Emma Mousette suggested checking with Rob O'Brien in case there may be any issues on that particular size.

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Diane Cohen
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Comcast Municipal Grants Follow Up

Brian Smith updated Recreation Commission regarding Comcast. They would need to update quote and that it may be submitted to him by the beginning of next week. There is a plan on file they just need to verify it. To be continued.

Adopt a Cabin

On hold for now. Discussion for Halloween.

Security

No update as of this meeting. Diane Cohen will look into once the Cove is up and running.

Cove

Dock Update

Recreation Commission discussed dock removal.

Joshua Wolff spoke with Hallamore today regarding the rigging. The Rigging with truck is at the price of \$1,200.00 for an 8 hour day. A boat with a flat floor would be needed for rigging. Joshua Wolff said he would reach out to the Fire Department.

Hallamore quote for providing labor and equipment (90 ton crane) to remove docks from water at Cranberry Cove is at the rate of \$2,560.00 for an 8 hour day. For a 60 ton crane, the total would be \$1,920.00.

Diane Cohen asked if we pay for rigger? Joshua Wolff thinks we could hold off.

Emma Mousette suggested checking with Dive Team regarding digging. Emma Mousette said she will reach out to them.

Joshua Wolff recommends removing dock and to remove pilings.

Theresa Cocio said to check the lag time as soon as possible.

Emma Mousette will coordinate date with Joshua Wolff and also contact Fire Department regarding docks being moved.

Cove Committee

There is not a Cove Committee. To be removed from Agenda.

Cranberry Cove Upcoming Events

Discussion on date of last day of school: June 21, 2018.

Kick Off on June 22nd from 3:00pm-6:00pm.

Discussion on Dunk Take, Slip Slide. Joshua Wolff will look into rentals.

Joshua Wolff is researching food trucks.

Theresa Cocio reminded Joshua Wolff that they would need to submit permit to the Board of Health.

John Zucco will not be able to provide DJ services that date. Emma Mousette will check with her cousin to see if he could provide DJ services.

Cove Day sign up is June 2nd and June 3rd from 9:00am-11:00am. at Lodge unless renter of those particular dates request additional time for their set up and/or event. If this should occur, a sign can be put up regarding sign up and also a sign at the Cove.

Next meeting:

Monday 06.11.18 at 6:00pm

Motion to Adjourn by Theresa Cocio.

2nd Brian Fruzzetti.

Vote 6-0.

Meeting Adjourned 8:43 p.m.

Theresa A. Cocio
Diane Cohen
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