

Minutes of Recreation Commission

Meeting Date July 30, 2018

Call to Order: Meeting was at the Camp Kiwanee Lodge Library. Call to order was at 6:10 pm.

In Attendance: Theresa Cocio, Diane Cohen, John Zucco, Brian Fruzzetti, Brian Smith, Melissa Scartissi, Joshua Wolff, Chris Fennessey, and Lan Woodward.

Also in Attendance: Resident Joan Fruzzetti.

Lan Woodward, Administrative Assistant, will take the minutes.

This meeting is being audio recorded.

John Zucco was not in attendance.

Approval of Minutes

Minutes to be approved and signed from Recreation Commission Meeting 06.25.18.

Motion to approve minutes of 06.25.18 by Brian Fruzzetti.

2nd Brian Smith.

Vote 5-0.

Minutes to approved and signed from Recreation Commission Meeting 07.16.18.

Motion to approve minutes of 07.16.18 by Brian Fruzzetti.

2nd Brian Smith.

Vote 5-0.

Facilities Manager Update

Chris Fennessey was present for Recreation Commission update.

Discussion regarding plumbing, to do list and services, bathroom, urinals complete, two slop sinks complete.

Discussion on air conditioning maintenance.

Discussion on sill repair.

Discussion regarding Flight Alarm and Sounder System Contract.

If any changes, additions, Town Articles due August 24, 2018

Joshua Wolff wanted to notify Recreation Commission that the security alarm is not in service. It would cost \$460.00 to repair from Sounder Systems.

Chris Fennessey mentioned that we would need to get this fixed.

Motion to repair security system alarm by Sounder Systems at \$460.00 by Brian Fruzzetti.

2nd Brian Smith.

Discussion regarding Kitchen Stove. Brian Smith mentioned he has a vendor, Joe Warren out of Norwood.

Chris Fennessey notified the Recreation Commission that we would have to take bids.

Discussion on lodge fans. Size of 52", 3 fans.

Discussion on open space and brush clean up.

White Sleeves on dock poles-there was one that was damaged. We will need a whole PVC pole. \$275.00 for EZ docks to demonstrate.

Brian Smith discussed venting for lodge furnace.

Theresa A. Cocio
Diane Cohen
BJ
LK



Department Head Update(s)

Paddleboards

Rideaway had a one day paddleboard class at Cranberry Cove July 18, 2018 since we did not have enough participants for the original class.

There were 11 total that enrolled directly through Rideaway. The length of class was 2 hours.

Joshua Wolff contacted to see if they could do another class, but they could not.

Chair Diane Cohen asked if we could book now or go with another company?

Joshua Wolff said based on his research most places were more expensive. He said it maybe in the Fall that we can figure out what to do.

Diane Cohen requested that Joshua Wolff please research to see if there are grants available.

She also asked to request information from a company called Cove Paddleboarding.

For next year dropping prices, purchasing, storing, and creating own paddleboarding program.

The goal is to not vendor out and create programs here.

Joshua Wolff said he would look into it.

Cornhole Tourney

Joshua Wolff spoke to Dick Gilcoine from Hanson AA regarding sponsoring cornhole tourney at Hanson AA. He said he will bring it up at their next board meeting which is scheduled for 08.09.18.

There are 8 available for rental.

He also mentioned that he went to Hanson Business Network meeting and at the meeting he got the vibe from one of the members they kind of wanted to be involved.

Recreation Commission asked Joshua Wolff what is the plan set? Is everything ready?

Joshua Wolff said he was going to wait to hear about meeting and then will finalize all of the important details by 08.13.18. 08.13.18-09.16.18 will leave about a month for marketing.

Recreation Commission asked what the plan would be for coordinating and marketing? Joshua Wolff said he was going to kind of do what he has been doing. He will reach out to businesses, set up payment processing and a contract with Hanson AA.

Brian Smith asked if there was any insight on donating facility?

Joshua Wolff said it might be tough and it might have been easier if it was earlier.

Diane Cohen asked Joshua Wolff is everything will be all set by August 13th?

Theresa Cocio asked if Hanson AA could not do this date, if they have availability for another date?

Joshua Wolff said he will wait to see what they say after their meeting.

Verizon

Joshua Wolff said he was not exactly sure what this item is for.

Melissa Scartissi asked what type of issues are going on.

Joshua Wolff said that internet has been off and on for a period of time and then will stop working. He has opening tickets regarding this.

Discussion on MIFI.

Diane Cohen requested Joshua Wolff to please look into this to see if it would be cost effective and the pros/cons for next meeting.

WoodmanTerrace Update

Joshua Wolff just got an update that highway will clear brush.

Recreation Commission asked about the dirt pile which is the main concern..

Joshua Wolff to update Recreation Commission regarding dirt pile at August 13th meeting.

Theresa A. Cocio
Diane Cohen
By [Signature]

[Signature]

Movie Night

Joshua Wolff has started publicity for it but has not fiddled with any of the equipment. He has to see if projector works.

Diane Cohen asked about back up? Joshua Wolff said he could just borrow one.

Diane Cohen asked if we have the movie? Joshua Wolff said he would just check Redbox.

Discussion on Drama Kids sponsoring water, popcorn, theater games before the movie.

Time change of event to 5:00 pm.

Brian Smith to look at hot dog machine.

Discussion on issuing one ticket per child for popcorn, hot dog, and water. We would need to purchase tickets.

Discussion on volunteers attending. Melissa Scartissi, Joshua Wolff, and Diane Cohen will be in attendance. 2 caretakers to be scheduled for event.

Recreation Commission requested to add donation for food pantry along with time change.

Brian Fruzzetti requested Joshua Wolff to contact Board of Selectmen office to announce events at their upcoming meetings and to also place on Town Hall sign.

Recreation Commission request Joshua Wolff to contact Meredith Marini and handle both requests so that movie night can be advertised.

Halloween

Joshua Wolff attended Hanson Business Network Meeting. He passed out print out for Recreation Commission review.

Discussion on \$40.00 per cabin for businesses, decorating of cabins, 22 cabins in South End for business, families, community groups, Hanson PTO.

Possible Tote bags for trick or treating bags, possible bouncy house, North End cabins for teens.

Joan Fruzzetti suggested creating a post for social media and website and calling Channel 6 and 9.

Joshua Wolff asked if there would be rain date? It will be 10.28.18 rain or shine.

\$40.00 for businesses, free for family and community groups.

Volunteer sign up sheet should be created.

Diane Cohen asked Joshua Wolff about volunteer form that has been discussed at previous meetings.

Joshua Wolff said he did not print out and will have it for the next Recreation Commission meeting.

Kayak Club

First Kayak Club outing was last Tuesday. There were 2 people in attendance. They rented kayaks and the gate attendant helped bring kayaks to water.

Diane Cohen notified Recreation Commission that the lifeguards on duty updated her with concern regarding safety of life jackets being place properly and requested that Joshua Wolff follows their emergency plan. Diane Cohen requested that Joshua Wolff follows their emergency plan.

Joshua A. Wolff
Diane Cohen
B. Smith

Bubble Program

Joshua Wolff passed out print out regarding Bubble Program.

Megan Parker has rate of \$200.00 hour and brings her own supplies. Possible dates of 09.08.18 and 09.22.18. Joshua Wolff would like to have it at the softball field.

Theresa Cocio discussed dates being close to start of school and sports. Discussion of possibly tying in the program with another event next year.

Diane Cohen requested that Joshua Wolff contact Megan regarding her Science Program for a possibility of a Science Day at Camp Kiwanee for discussion at next Recreation Commission meeting.

Fishing Club Update

Joshua Wolff passed out a print out regarding Fishing Club at Camp Kiwanee. He created rate of \$26.00 per person 3 Saturdays 09.15.18-09.29.18 from 9:00am-10:00am, ages 6 and up with all supplies being provided by Camp Kiwanee, and also minimum of 5 people to run program.

As discussed at last meeting, resident Max Woodward can donate the worms for the club. This would cut the cost of the class down because breakdown included a cost of \$10.00 per person for worms.

Brian Fruzzetti suggested Joshua Wolff contact Walmart to see if they may donate fishing poles, 5-10 rods.

Time discussion of 9:45 am - 10:45 am with a cap of 10 children, 1st session free.

Brian Fruzzetti asked what the age is that fishing licenses required? Melissa Scartissi researched, age to be 15 or older.

Age bracket for class to be ages 6-14 with an adult present.

Hanson PTO Polar Plunge

Diane Cohen expressed concern of pond being frozen.

Joshua Wolff passed out a print out regarding Polar Plunge.

Melissa from Hanson PTO has reached out to Hanson Fire regarding event. They would need 2 paramedics and 2 divers, Fire and Highway have the proper equipment to break ice.

PTO requested possible event at Lodge after Plunge from 10 am - 1:00 pm which would include games, activities, fundraiser. Research regarding pricing that has been done for previous fundraiser to be discussed at next meeting.

Request for bonfire at Cove, fire barrels could be used, porta-potty would have to be placed outside of Cove fence, cabins are winterized so would not be available for use.

Joshua Wolff will check with other towns to see how their polar plunges were handled.

School Early Release Programming

Brian Fruzzetti and Brian Smith stated they were not a fan of this program.

Joshua Wolff said this was his conclusion as well. He doesn't think it's on the dinner plate right now.

Brian Fruzzetti requested that Joshua Wolff reach out to Matt Dyer or Wes Blauss regarding nature ideas.

Joshua Wolff said details need to be worked out.

Theresa Cocio
Diane Cohen
Br Smith

Cove Staff Pay Increase

Joshua Wolff passed out a printout regarding returning Cove Staff current rates and also 2% increase he previously added to specific returning Cove staff before approval. The print out also included returned Caretakers.

He stated that Gina Sheridan said it would be possible to have it retroactive.

Recreation Commission discussed that employees agreed to these rates when hired.

Theresa Cocio discussed having a meeting in January when rates are discussed which can also include facility rates. Brian Fruzzetti agreed that it can be revisited in January since it was not in the budget for Fiscal Year 2019.

Diane Cohen said to make motion for both discussion with 2% and for keeping same pay rate.

Motion to raise pay rate for 2% for returning Cove Staff and Caretakers did not carry through.
No votes.

Motion to keep pay rates at same rate for returning Cove Staff and Caretakers with rates review in January by Theresa Cocio.

2nd Brian Smith.

Vote 5-0.

Joshua Wolff to contact employees that are waiting on responses regarding this increase that was originally given.

South Shore Landscape & Supply Invoice Update

This invoice is for Parks and Recreation Department. Joshua Wolff to forward to them.

Paul the Plumber Invoice

Discussion regarding invoice received dated 06.12.18 from Paul the Plumber amount of \$9,450.00.

Joshua Wolff notified Recreation Commission that he spoke with Todd Hassett regarding the invoice. He said \$2,750.00 can be encumbered and \$6,700.00 would be unpaid.

Joshua Wolff to forward along paperwork that was forwarded from Accounting to provide encumbered invoices to Todd and also to speak with him regarding how they are to be paid and then process.

Motion to approve payment of \$9,450.00 for Paul the Plumber Invoice #641 with Joshua Wolff to process and provide encumbered and unpaid information to Accounting by Brian Fruzzetti.

2nd Brian Smith.

Vote 5-0.

CPU Guys Invoice Update

Joshua Wolff sent an email along regarding outstanding invoice. Invoice is dated 06.12.18. It is over the \$200.00 quote and maintenance fee was cancelled.

Waiting on breakdown to process payment.

Theresa Cocio
Diane Cohen
Brian Smith

New Business**Miscellaneous Correspondence**

Joshua Wolff passed along survey print out to Recreation Commission.

Hanson Family Fun Day at Town Hall 08.11.18

Diane Cohen asked Joshua Wolff to see how Camp Kiwanee can be involved and attend this event. See if help would be needed running and set up of table for Camp Kiwanee with listing of events.

Paddleboard Refunds

Paddleboard refunds to be processed for class that did not occur.

Motion to approve paddleboard refunds to participants that purchased program by Theresa Cocio.

2nd Brian Fruzzetti.

Vote 5-0.

Kristina Sambursky 10.12.18 Lodge Event

Discussion on 10.12.18 Lodge Event switching to a fundraiser. Same date and time frame. To be continued with discussion regarding remaining balance, revision of application, reimbursement, etc. at next Recreation Commission Meeting.

Old Business**Facilities Manager Update**

Update above.

Volunteering

Volunteer form was not printed out by Joshua Wolff. To be printed out for review for next Recreation Commission Meeting.

Booking Software

No update. To be continued at next meeting.

Website

No update. To be continued at next meeting.

Warrant Weekly Update

It was decided to be reviewed at next Recreation Commission meeting.

Caretaker Weekly List of Items/Reports


Discussed above.

Comcast Municipal Grants Follow Up

No update. To be continued at next meeting.

Security

To be continued.

Theresa A. Cocio 
Diane Cohen
By Let

Cove

Beach Director Update

Emma Mousette was called on speaker phone for Beach Director Update.

Cove will be selling freeze pop at \$.25 each. It will be sold by Gatekeepers.

Update regarding swim lessons, swim team, and season passes. There has still been interest in swim team sign up. Diane Cohen requested that customers are notified that there are only 2 meets left and the banquet.

Discussion regarding Swim Team Banquet and whether it be catered. Hitching Post could do it as cost. Swim Team Budget has \$900.00 remaining.

Theresa Cocio would need catering application and memo before Thursday 08.02.18 to the Board of Health.

Discussion on Swim Team Trophies and cost.

Fun Day cost of \$5.00 per child.

Boat Races would be \$15.00 per boat. Life jackets would be needed.

Tri-athlon discussion. Tentative date of 08.20.18. Highway needs to check scheduling, volunteering and entrance fee to be discussed.

Discussion on limited staff the last week of Cove opening.

Discussion on running a lifeguard class and also if at reduced rate. Classes provided last year with only 2 returning lifeguards. Emma Mousette will check to see what other places are offering. Rate of \$350.00-\$375.00.

Discussion on WSI class-Emma Mousette is not certified to do class.

Next Recreation Commission Meeting Monday, August 13, 2018 at 6:00 pm.

Motion to Adjourn by Brian Fruzzetti.

2nd Brian Smith

Vote 5-0.

Meeting Adjourned 9:13 pm.

Theresa A. Cocio
Diane Cohen
By [Signature]

