

Minutes of Recreation Commission

Meeting Date June 25, 2018

Call to Order: Meeting was at the Camp Kiwanee Lodge Library. Call to order was at 6:02 pm.

In Attendance: Theresa Cocio, Diane Cohen, Brian Fruzzetti, Melissa Scartissi, Brian Smith, Joshua Wolff, Emma Mousette, 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 for 06.11.18.

Approval of 06.11.18 minutes by Theresa Cocio.

2nd Brian Fruzzetti.

Vote 5-0.

Department Head Update(s)

Paddleboards

Joshua Wolff notified Recreation Commission that there were 2 people enrolled for the Paddleboarding Class. The minimum for the class to run would be 8.

Recreation Commission asked why the sign-ups were postponed. Joshua Wolff said he was waiting on the contract and copy of the insurance. He now has both if anyone would like a copy.

Joan Fruzzetti suggested to Joshua Wolff to correct it online so people are aware that sign ups are now being accepted again.

Discussion on the programs age bracket. Joshua Wolff said it's a youth program. Recreation Commission requested Joshua Wolff to reach out to Rideaway to see if they do offer an Adult Program

Question on payment to company. Joshua Wolff said an invoice would be issued at the end of program.

Concerns of where sign up payments would post to. Diane Cohen requested that Joshua Wolff obtain a W-9 from Rideaway Adventures.

Cornhole Tourney

Joshua Wolff mentioned that Melissa Scartissi sent along information on a company that coordinates cornhole events and also provided equipment. He reached out and is waiting on a reply.

Joshua Wolff reached out to organizations to see if we could use their equipment. A few have reached out.

He also contacted Damien's to see if they could possibly sponsor. They requested an email to be sent with details. Emma Mousette suggested reaching out to the Hitching Post or Fork in the Road.

Diane Cohen notified Joshua Wolff to not worry about the cornhole sets, focus on the structure of event and brackets for those competing.

Update requested for next meeting on what type of tournament it will be, quote from company, prizes, if any.

Joshua Wolff feels the big draw for going with a company is that they provide everything including scoring and equipment. He feels we need a lot of workable sets and that he's done this in the past and that it's not too hard.

Theresa Cocio
Diane Cohen
J. Zucco

B. Fruzzetti
M. Scartissi

B. Smith

Joshua Wolff inquired about price. He guesses that they take a percentage, but he doesn't know.

Recreation Commission discussed date again. Date change to 09.16.18 from 12pm-4pm at Cranberry Cove, Rain location Pavilion.

Verizon

The Cove phone is now up and running. There were issues with the lines that were cut during the septic system installation. It is now all set for the Cove Season.

Bay Copy

Joshua Wolff spoke to Bay Copy representative, Ms. Nickerson. The contract is \$83.00 monthly which includes all supplies except paper. He hasn't gotten a chance to look at supply and maintenance contract.

Recreation Commission requested that Joshua Wolff reach out to Meredith Marini as requested or to Mike McCue regarding what they have for contract.

Hanson Recreation Questionnaire Update

No update as of this meeting.

Boat Painting Program

Joshua Wolff feels this went well.

Recreation Commission discussion on boat placement.

Boat will be placed at Cranberry Cove gate.

Light Repair/Fan/Fridge Update

Joshua Wolff has passed these requests to Chris Fennessy.

Movie Night

Joshua Wolff received pricing on some movies:

Moana \$395.00

Secret Life of Pets \$350.00

Sing \$350.00

Zootopia \$350.00

Paddington \$350.00

Discussion on it being PJ/Movie Night.

Moana at \$395.00 and it will be a PJ/Movie Night.

Recreation Commission asked Joshua Wolff about signs? Joshua Wolff said he would reach out to other towns.

Theresa Cocio suggested having the caretakers make A-Frames to be painted black, chalkboard paint.

To be continued for Recreation Commission discussion next meeting.

Diane Cohen
Theresa Cocio
Jul Zimm

Bj
Ltz
WZ

AB

Halloween

Discussion on Adopt a Cabin idea.

Joshua Wolff said Maureen Twomey from Hanson Business Network contact him regarding businesses purchasing a cabin to do their own individual haunted house, it shows publicity and what companies offer.

Discussion for charge for the cabins. Companies could sponsor and decorate. Possible cost of \$40.00.

Joshua Wolff said business will hand out candy and free stuff for parents.

Theresa Cocio suggested bags with information for each company at beginning of event and then candy can be placed in bags.

Lots of work to be done including pricing, advertising. It would be a free event.

Diane Cohen asked if there should be a volunteer committee for this.

Lan Woodward to print out maps for next meeting.

Date of 10.28.18 frp, 1pm-4pm. Sunset is at 5:42pm that day.

Can be placed on Facebook page after July 4th.

Title decision at next meeting.

Motion to approve Halloween event with the cost of \$40.00 per cabin, families free on 10.28.18 from 1:00pm-4pm by Theresa Cocio.

2nd Brian Smith.

Vote 5-0.

On Stage Performing Arts

Joshua Wolff reached out with questions and has had no responses.

He feels it's doubtful at this point.

He also reached out to Meredith Marini regarding a profit event-she said it was okay.

Kayak Club

Joshua Wolff suggested having a Kayak Club twice a week at no charge unless there is a need for kayak rental on Tuesday and Fridays 4:00pm-5:00pm.

Joshua Wolff said he could coordinate the program and have waivers signed.

Diane Cohen suggested kayak races.

Emma Mousette mentioned that there is currently a kayak club that is weekly on Maquan Pond on Tuesday and Thursdays.

Joshua Wolff said he would do research on the club.

Brian Smith asked what the age bracket would be? Joshua Wolff said he would have to do more research.

Newsletter

Joshua Wolff notified Recreation Commission that there is no newsletter yet.

He has been busy working on kayaking and paddleboarding. He said he will send out with information regarding paddleboarding, swim lessons, swim team, Marla Isaac, movie night and probably do a calendar of events.

Woodman Terrace

Joshua Wolff spoke to Gary at Hanson Fire Department. The dirt is still there, he doesn't know if it's a hazard.

Follow up at next meeting.

Diane Cohen
Theresa Cocio
Joshua Wolff

Brian Smith
Lan Woodward

Emma Mousette

New Business

Miscellaneous Correspondence

Joshua Wolff discussed email received from Jennifer of Blueberry Patch Daycare. Diane Cohen notified Recreation Commission that she spoke to Town Administrator, Michael McCue regarding this and he recommended her to ask if Recreation Commission would like to seek Town Counsel advice regarding this. It would need to be voted on as a whole. The rate is \$250.00 hour.

We could seek advice regarding business passes, if not, that is fine.

Emma Mousette reached out to Hanover Y, Edgewood, Hingham, Pembroke and they do not have policy on daycare rates other than the Y because it's included in their program.

Discussion on family and day passes.

Diane Cohen asked Joshua Wolff if he was comfortable speaking with the customer? Joshua Wolff said he will send her an email. Diane Cohen asked he could please call and email.

Motion to not allow business passes at Cove by Theresa Cocio.

2nd Brian Smith.

Vote 5-0.

Joshua Wolff created 2 rates on the Cranberry Cove Sign Ups Flyer that were not approved by Recreation Commission or Board of Selectmen. The fees created were an Individual Season Pass Resident at \$30.00, an Individual Season Pass Non-resident at \$50.00, Senior Citizen and Military Discount.

Because they were not voted on or approved the rates were removed from Unipay.

There was a customer that did purchase an Individual Season Pass on Unipay. Marjorie Mumaw purchased a Non Resident Individual Season Pass at \$50.00.

There was also a customer, Gin Boland, who reached out to Joshua Wolff that saw flyer and went to purchase on Unipay and it was no longer there. She was planning on purchasing for her daughter.

Recreation Commission discussed concerns of flyers and postings that were not corrected yet that may be circulating.

Motion to accept reduced rate for Marjorie Mumaw and Gin Boland at reduced rate on original flyer and Unipay due to error by Brian Fruzzetti with discussion for it to be approved by Board of Selectmen by Brian Fruzzetti.

2nd Brian Smith.

Brian Smith had concerns regarding office hours.

Recreation Commission re-discussed that hours and notifications should be daily updated on Town Website an Lodge door.

Brian Smith discussed concerns regarding trees on access road.

Diane Cohen
Theresa Cocio

Joshua Wolff
Brian Smith

Diane Cohen has concerns regarding pay rates that were created for select Cranberry Cove returned employees. Some received pay rate increase without discussion or approval from Recreation Commission or Board of Selectmen.

Diane Cohen explained to Joshua Wolff that he cannot create his own pay rates. The Recreation Commission and Board of Selectmen approve these rates.

Recreation Commission requested Joshua Wolff obtain copies of the letters of hire that were sent to see if pay rates were included and to also make changes to what they pay rate should be.

Recreation Commission requested Joshua Wolf send letter to the 4 employees affected regarding pay rate error and make sure this issue is fixed. Also requested to contact these employees individually so that they are aware of this error.

Motion to have Joshua Wolff send letters to 4 employees affected by pay rate error as well as contacting and to have error fixed with payroll and accounting by Theresa Cocio.

2nd Brian Smith.

Vote 5-0.

Authorized Signatures Updated

Updated signatures for Recreation Commission to sign.

Marjorie Mumaw Season Pass Price Reduction

Discussion under Miscellaneous Correspondence

Bible Baptist Church Event

Discussion on Baptisms at Cove when renting. Okay to do and also notify Emma Mousette so proper staffing is at the Cove.

Legal Advice-Passes

Discussion under Miscellaneous Correspondence

Old Business

Facilities Manager Update

Chris Fennessy not in attendance.

Seasonal Staff/Caretaker Hiring

Discussion on employee hires under age 18 regarding rules/regulations, work restrictions. Joshua Wolff reached out to Matt Tanis, but has not received a response yet.

Discussion on letter received from concerned parent regarding child that was hired as lifeguard, but was too young to work. He later on was asked to be caretaker.

New letter and rate of pay for position to be sent.

Volunteering

To be continued next meeting.

Lan Woodward does have sample printouts.

Booking Software

John Zucco not in attendance.

Follow up at next Recreation Commission meeting.

Diane Cohen
Theresa Cocio

[Signature]

Website

Website is up and running.
Discussion on payment changes.

Warrant Weekly Update

Warrants passed along for Recreation Commission review.

CPU Guys invoice passed along by Joshua Wolff. Diane Cohen requested Joshua Wolff do some research regarding invoice before it is approved.

Caretaker Weekly List of Items/Reports

Gas Pilot concern-Joshua Wolff to reach out to Chris Fennessy.

CPC Update

Discussion on invoices to be approved by Recreation Commission for CPC

Hallamore bill at the rate of \$4,310.00 to be paid.

Motion to pay Hallamore invoice for \$4,310.00 from CPC Funds by Brian Smith.

2nd Theresa Cocio.

Vote 5-0.

FWM Docks invoice at \$75,441.93.

Motion to pay FWM docks invoice for \$75,441.93 through CPC funds by Brian Fruzzetti.

2nd Brian Smith.

Vote 5-0.

TF Smith invoice at \$1,200.00

Motion to pay \$200.00 of TF Smith invoice through CPC Funds by Theresa Cocio.

2nd Brian Smith.

Vote 5-0.

Motion to pay \$1,000.00 of TF Smith invoice through Speigal Scrap Metal Lineby Theresa Cocio.

2nd Brian Smith.

PA Landers invoice \$1,005.95 for Joshua Wolff reimbursement.

Motion to pay \$1,005.95 to Joshua Wolff for PA Landers invoice reimbursement through Speigal Scrap Metal Line by Brian Fruzzetti.

2nd Brian Smith.

Vote 5-0.

Comcast Municipal Grants Follow Up

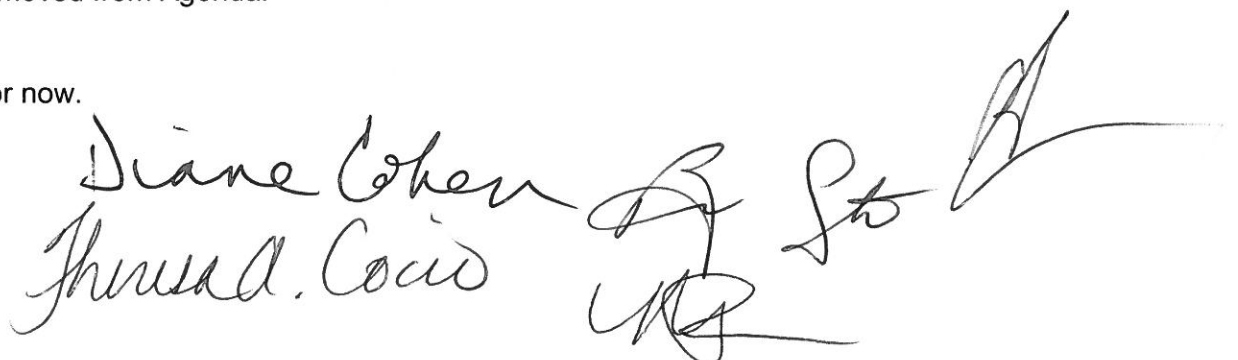
Brian Smith updated Recreation Commission regarding Comcast. The Comcast representative he spoke to is no longer there. Discussion on possible different reduction. Brian plans on bringing site manager to Camp on Thursday between 1:00pm-3:00pm.

Adopt a Cabin

Can be removed from Agenda.

Security

On hold for now.



Handwritten signatures of Diane Cohen, Joshua D. Cocio, and others.

Cove

Beach Director Update

Emma Mousette updated Recreation Commission with pass updates: 54 passes so far, 75 lessons, there is 1 more preschool lesson left.

Discussion on Kick Off day. Cotton Candy machine overheated.

Punch clock discussion. Received a quote of \$80.00

Shirts for staffing-Waiting on Walker Clay. Guard would get 2 shirts, Gate Attendants 1 shirt: total of \$523.50.

Discussion regarding Chris Fennessy and keys.

Docks-waiting on railings.

Ropes-to be delivered at the end of this week and being shipped to Town Hall. Highway will bring to Cranberry Cove for Emma Mousette.

Discussion on email received from customer Andrea Walker from Cove opening day. Customer ended up paying for pass through Unipay with credit card, which through Unipay it charges \$2.50 for each transaction. The drawer at Cove was out of change. Customer feels that they should not be responsible for this. Requested \$5.00 voucher.

Recommendation to post at Cove for payment options so customers are aware of charges.

Motion to approve Andrea Walker for 2 \$5.00 Cranberry Cove vouchers by Brian Fruzzetti.
2nd Brian Smith.

Vote 5-0.

Emma Mousette will check with Todd regarding drawer.

Discussion on possible events at Cove by Emma Mousette such as a tri-atholon and boat regattas. For the boats only supplies needed would be cardboard, saran wrap and duct tape. Diane Cohen said to get details and bring to Recreation Commission.

4th of July 2017 Cove was closed. This year to be closed. To be posted on Facebook, Joshua Wolff to post on Hanson Webpage and also to post in Whitman Hanson Express.

Next Recreation Commission Meeting Monday, July 16th, 2018 at 6:00 pm.

Motion to Adjourn by Theresa Cocio

2nd Brian Fruzzetti.

Vote 5-0.

Meeting Adjourned 9:03 p.m.

Diane Cohen
Theresa Cocio

Brian Fruzzetti

Joshua Wolff