

Minutes of Recreation Commission

Meeting Date September 10, 2018

Call to Order: Meeting was at the Camp Kiwanee Lodge Library. Call to order was at 6:05 pm.

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

Also in Attendance: Christopher Fennessy and Resident Joan Fruzzetti

Lan Woodward, Administrative Assistant, will take the minutes.

This meeting is being audio recorded.

Theresa Cocio was not in attendance.

Approval of Minutes

Minutes to be approved and signed from Recreation Commission Meeting 08.27.18.

Motion to approve minutes of 08.27.18 by Brian Fruzzetti.

2nd John Zucco.

Vote 5-0.

Department Head Update(s)

Woodman Terrace Update

Discussed with Facilities Manager Update.

Volunteer Forms Update

No updated on the volunteer forms. Joshua Wolff notified Recreation Commission there were no sign ups and he sent emails, placed on website, and also the flyer.

Recreation Commission asked if the Whitman Hanson High School was contacted? Joshua Wolff said he messaged flyer and will play it by ear and hopefully get a handful.

Diane Cohen requested Joshua Wolff to contact Bob Rodgers at Whitman Hanson. Joshua Wolff said he did not want to do different avenues at the school. He said he spoke to the office administrative assistant and that she is particular on what gets sent out.

Diane Cohen request that Bob Rodgers be contacted so it can make the morning announcements.

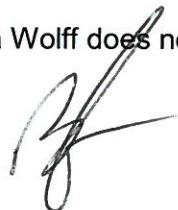
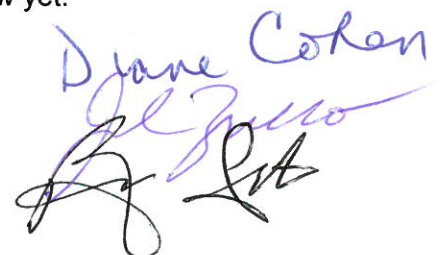
Joshua Wolff asked if she was suggesting a morning announcement. Diane Cohen confirmed to contact Bob Rodgers for morning announcements.

Upcoming Movie Night Date(s)

Joshua Wolff asked John Zucco if he can come in to help Joshua Wolff. John Zucco asked if a DVD player was needed. Joshua Wolff said that he should do that.

Possible movie date of 11.09.18.

Recreation Commission asked what movie? Joshua Wolff does not know yet.

Halloween

Joshua Wolff passed out Halloween update printout. He said Rob O'Brien would contact Rainbow Camp regarding parking, but there is no update. Joshua Wolff said to move forward with a shuttle bus and would like to lock in a rate.

Update on expenses, revenue, volunteer, management, staff management, staff needs, and upcoming to-dos.

Joshua Wolff notified Recreation Commission that he reached out to Jeanne Sullivan at the Treasurers/Collectors office on selling popcorn.

Discussion on food trucks.

Supplies estimate of \$248.00. Josh Wolff will do a little more work on this.

Brian Fruzzetti asked for total sign ups so far. There are 2 businesses and 1 resident. There is a Hanson Business Network meeting on 09.19.18.

Discussion of the layout of indoor activities-Recreation Commission requested change of bobbing apples to donuts on a string.

Diane Cohen said to reach out to students so that they can use volunteering for service hours.

Diane Cohen asked Joshua Wolff what the Recreation Commission can do to help. Joshua Wolff said he will look at the volunteer meeting schedules before event.

Melissa Scartissi said there should be an additional meeting to prep everything such as donuts on a string. Diane Cohen requested Joshua Wolff to check with caretakers on possibly creating a stand with scrap wood.

Brian Fruzzetti asked about Wes Blauss being on the list of activities. Joshua Wolff said he did not respond to this.

Brian Fruzzetti asked about Matt Dyer. Joshua Wolff said he's tough to get a hold of.

Kayak Club

Joshua Wolff notified Recreation Commission that Kayak Club has ended. Diane Cohen asked if this will continue next year. Joshua Wolff doesn't think so.

Science Program/Kim West Science Program

No update.

Marla Isaac Reptile Date(s)

No update on dates.

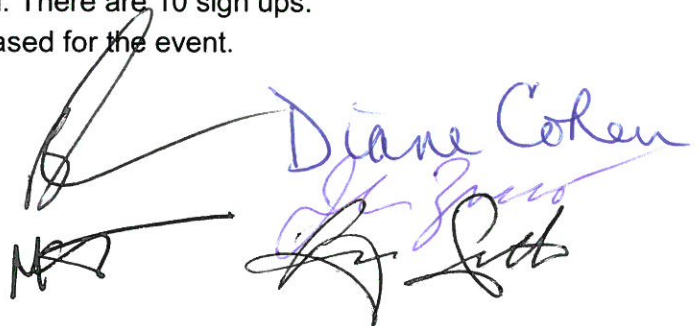
Black Feather Rescue/New England Wildlife Update (s)

No update as of this meeting.

Fishing Club Update

Bill Johnston set up the rods and lines for the program. There are 10 sign ups.

There are very few hooks. More will need to be purchased for the event.



Music in Nature

Joshua Wolff said contract is signed and there is a certificate of liability. It covers the first 3 events.

2018 Goals

Joshua Wolff said he assumes this is regarding probation period.

Brian Fruzzetti said it is not, goals need to be completed regarding what was accomplished, goals for next year, goal set up. It is basically a task list on what was done and where we are moving forward. To be reviewed at next meeting.

Hanson PTO Polar Plunge

No update.

Bring It On

Joshua Wolff said he was on television with the guy from school committee. It will also be on youtube.

Alarm Update

Discussion regarding Sounder System invoices received. Sounder had sent an incorrect invoice originally.

Discussion on Recreation Commission alarm codes. No door codes were provided. Recreation Commission requested codes as well as updated directions.

Volunteer List Update

Discussed under Halloween.

Volunteer Meeting Date(s)

Discussed under Halloween.

Employee Uniforms

Joshua Wolff received proof and illustration for shirts. He got quotes for 4 event caretakers-2 collar shirts for each, he included a shirt for himself, and 1 regular shirt for each, he also included a shirt for himself.

Cots Pricing

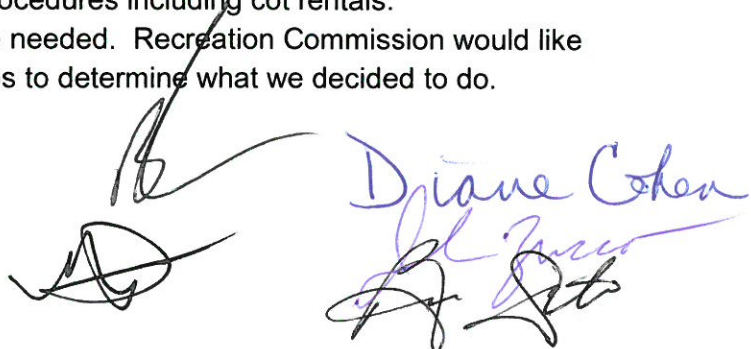
Diane Cohen discussion regarding cots vs. mattresses.

Joshua Wolff obtained an updated inventory.

Discussion on possible updated on policies and procedures including cot rentals.

Discussion on finding out how many cots would be needed. Recreation Commission would like to know by December. Research on rental patterns to determine what we decided to do.

Joshua Wolff to look at rental patterns.



Handwritten signatures of Joshua Wolff and Diane Cohen.

Museum of Science Kits

No update.

Mass Cultural Grant

The Mass Cultural Grant is now open. Joshua Wolff asked about the grant for History at Play. He said he has a friend from Medway and they had a cool '80s rock library, pastel paint night, a mosaic workshop.

There are other options that can be done other than History at Play.

Discussion on painting class, glass blowing, harmonica lessons.

Diane Cohen requested Joshua Wolff to research library/senior center activities first because they have a large list of activities for the community.

Discussion on concerts.

Joshua Wolff to revisit it. He will reach out to the library and a few other people.

Melissa Scartissi suggested compiling a list.

Resident Joan Fruzzetti forwarded a printout regarding creative paint nights.

Invoices

Discussion on Metivier Plumbing invoice. Recreation Commission requested invoice be itemized for payment.

Discussion on CPC Guys Invoice. It is an unpaid bill for October Meeting.

Someone needs to host website. Godaddy.com is the better rate.

Recreation Commission discussion on itemizing what was done by CPU.

Diane Cohen requested Joshua Wolff to list what has been done by him so she can speak to CPU guys.

John Zucco asked Joshua Wolff if we have all the information to upload the files, photos, etc.

Melissa Scartissi asked who would transfer everything to godaddy.com. Someone would have to do that.

Diane Cohen asked Joshua Wolff to find out the cost of transfer.

New Business

Miscellaneous Correspondence

Joshua Wolff discussed goals during probationary period. He would like to get 3 or 4 objectives to accomplish to lift the probationary period.

Discussion on Cove Dumpster. Joshua Wolff to call to have picked up. Also, research prices for Dooley Disposal.

Diane Cohen has concerns with new job positions not going through proper procedures. Joshua Wolff said he is still planning on creating new job positions, but he's going to use an existing job and adding to the description. Diane Cohen notified Joshua Wolff this would have to go to the Board of Selectmen for approval. Diane Cohen asked for more detail regarding the positions because they are not approved by Recreation Commission. We cannot move ahead with any of this.

Joshua Wolff wants to hire people to assist with programming. He needs program staff that will assist with programs. He said he spoke to Todd Hassett in Accounting and he told him there is line that they can create for program staff.

Handwritten signatures of Diane Cohen and John Zucco.

Recreation Commission requested Joshua Wolff to have the announcement at next Board of Selectmen meeting that volunteers will be needed at Camp Kiwanee.

Discussion on October Town Meeting(s) date. Lan Woodward to post agenda for meeting.

Yoga

Deb Blauss would like to conduct a class for domestic abuse. It could be done when another event is taking place so there wouldn't be the cost of a caretaker. Forwarded along upcoming open dates and she will find out if they work. Diane Cohen asked if the proceeds would go to the cause. Lan Woodward will double check and follow up if a date is chosen.

Hanson Cub Scouts Troop 34

Hanson Cub Scouts Troop 34 would like to have the following meetings at Camp Kiwanee from 6:00pm-8:00pm:

09.17.18 Pavilion

10.15.18 Pavilion

04.22.19 Pavilion

05.14.19 Pavilion

06.03.19 Fire Pit at Needles Lodge

Motion to approve Hanson Cub Scouts Troop 34 Meetings on the above dates by John Zucco.
2nd Brian Fruzzetti.

Vote 5-0.

Bridgewater Pediatrics Passes

Bridgewater Pediatrics had Lodge Event in August. Employees from Bridgewater Pediatrics did use Cranberry Cove. The gatekeeper scheduled that day provided them with a special lodge rate discount. This was never approved by Beach Director or Recreation Commission. It was 24 daily passes which should have been at the correct amount of \$120.00. \$60.00 was the rate and payment that was received. Bridgewater Pediatrics will be having their company luncheon at the Lodge next year. Recreation Commission discussed gatekeeper that was on duty. The turnover for Treasurer/Collectors will have a detailed memo from the Beach Director explaining the issue as well as approval of Recreation Commission regarding this rate.

Motion to accept and approve Cranberry Cove Daily Passes 24 at \$60.00 instead of 24 at \$120.00 for Bridgewater Pediatrics by John Zucco.

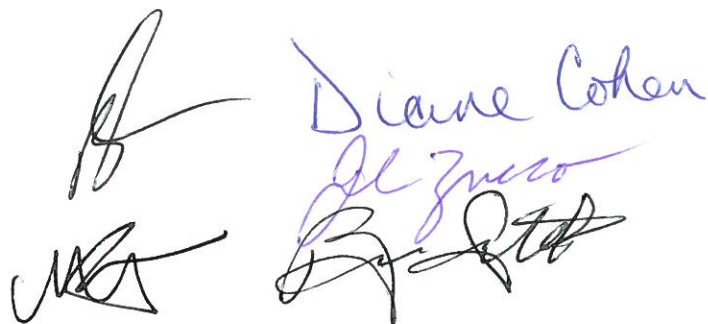
2nd Brian Fruzzetti.

Voter 5-0.

Old Business

Recreation Director Update

Update above.



Handwritten signatures of John Zucco, Brian Fruzzetti, and Diane Cohen.

Facilities Manager Update

Chris Fennessy was in attendance and provided an update to Recreation Commission.

Discussion on Cranberry Cove Docks. We are on schedule with EZ Docks regarding the floating docks. Chris will be in attendance with a staff member, requested that Caretakers Ed Hanlon, Jack Leary, Bobby Hunt, and Bill Johnston be present so they can see how it is completed. Diane Cohen will contact Bill Johnston regarding this.

Discussion regarding kick board issue. Trench to be dug, it is not pressing right now, but will need to be rectified next year.

Diane Cohen said they should come off and be stored before floating the docks.

Dan Brown will be handling the lodge fans.

Discussion on kitchen re-design. Discussion on bidders. Brian Smith said he will email Chris his contact.

Discussion on stove and griddles. Prices being checked. A bundled price project is easier to control that way.

Discussion on Recreation credit card. For the time being Chris will go ahead and purchase fans and lights for the freezer so that Dan Brown can install and complete projects.

Motion for Chris Fennessy to discuss with Accounting on obtaining a Recreation Commission/Department American Express Business credit card for sole purpose of Recreation by Brian Smith.

2nd Brian Fruzzetti.

Vote 5-0.

Discussion on dirt alongside lodge. Chris spoke to Conversation and will speak to them again regarding grass, possibly in the Spring.

Discussion on Tight Tank and how to keep water from draining. Sand would need to be leveled.

Discussion on possible outdoor locks for Cranberry Cove. Chris recently purchased these for another job and the rate he purchased at was a 3 pack of lockers (9 total) for \$450.00. Possible locker rental for the season.

Discussion regarding maintenance employees at Camp Kiwanee.

Recreation Commission distributed correspondence from current maintenance caretaker with concerns of cutting hours by Recreation Director Joshua Wolff. Joshua Wolff said it was very strange. Diane Cohen emphasized we would not be cutting hours as previously discussed and to please speak to employee so everyone is on the same page and that there is clarification for the employee's concern.

Brian Fruzzetti requested an update on Woodman Terrace. Joshua Wolff said it is on his list.

Brian Fruzzetti stated that since Chris is here, he could make sure that this is completed.

Chris followed up with Recreation Commission regarding Flight Alarm Services. Recreation Commission requested proposal for next meeting.

Handwritten signatures in blue ink. The most legible signature is "Diane Cohen". Below it are several other signatures, including one that appears to be "Joshua Wolff" and another that looks like "Brian Fruzzetti".

Booking Software

No updated as of this meeting.

Warrant Weekly Update

Warrants passed along for Recreation Commission review.

Caretaker Weekly List of Items/Reports

Discussion on sills, South End Cabin, lights.

Comcast Municipal Grants Follow Up

Brian Smith passed along a printout of what he received regarding Satellite Internet from HughesNet.

Recreation Commission review and discussion of detailed email.

Security

To be continued.

Cove**Beach Director Update**

No Update for this meeting.

Next meeting(s):

09.24.18

10.15.18

Motion to Adjourn by Brian Fruzzetti.

2nd Brian Smith.

Vote 5-0.

Meeting Adjourned 9:05 pm.

Diane Cohen
Il Muro
R. J. Suro
MS