

**Minutes of Recreation Commission**  
**Meeting Date February 25, 2019**

**Call to Order:** Meeting was at the Camp Kiwanee Lodge Library. Call to order was at 6:07 pm.

**In Attendance:** Diane Cohen, John Zucco, Brian Fruzzetti, Melissa Scartissi, Juvy Hartweg (6:11pm), and Lan Woodward.

**Also in Attendance:** Resident Joan Fruzzetti, Selectman Matt Dyer.

Lan Woodward, Administrative Assistant, will take the minutes.

This meeting is being audio recorded.

Brian Smith was not in attendance.

**Approval of Minutes**

Minutes to be approved and signed from Recreation Commission Meeting 02.25.19.

Motion to approve minutes of 02.25.19 by John Zucco.

2nd Brian Fruzzetti.

Vote 4-0.

**Department Head Update(s)**

**New Business**

Zumba

John Zucco sent a message to Roger Leary who used to have Salsa as the Lodge. Recreation discussion on Monday and Tuesdays for possible class days.

**Old Business**

Miscellaneous Correspondence

Letter received from Hanson Fire Department regarding inspection conducted at the lodge.

Discussion on fire alarm inspection that should be tested annually.

After conducting research, it was found last inspection was completed 2012/2013. Sounder Systems quote for testing would be \$475.00 excluding parts/supplies that would be needed.

Kitchen hood exhausts would also need annual inspection as well as AED batteries and Pads.

Recreation Commission requested above to be sent along to Facility Manager Chris Fennessy.

Chimney Chap maintenance was completed for lodge.

Lodge fans are completed. Permits are submitted by electrician.

Walk in fridge light repair was completed. This was a hazard that should have been taken care of. Permit submitted by electrician.

Brian Fruzzetti spoken on behalf of Brian Smith. Brian Smith would like to switch dumpster services. Last contract was signed by MaryBeth Mackay. He will look into pricing for lodge as well as Cove.

Juvy Hartweg discussed Boy Scout Eagle Projects for Camp Kiwanee and also camping at Camp Kiwanee. Diane Cohen notified Juvy Hartweg to have troop(s) contact Lan Woodward for booking and rental rates.

Matt Dyer notified Recreation Commission that the Board of Selectmen are concerned about the hiring of a 3rd Recreation Director. He would like to know how it will be different this time? Matt Dyer spoke on behalf of the Recreation Commission stating that there will be more objectives that would be clear. Matt would like to make some points clear which would include programming.

Recreation Commission discussion on placing ad in other papers, Indeed, or Monster or the MA Recreation site, even Facebook.

**Facility Manager Update**

Chris Fennessy was not in attendance.

Brian Fruzzetti questioned what the Facility Manager position entails. He would like for Recreation Commission to receive weekly updates that would be available during meetings.

**Caretaker Weekly List of Items/Reports**

Ed Hanlon has completed staining of lodge doors including kitchen, rest rooms.

To-do-paneling in lodge.

Diane Cohen notified Recreation Commission of the great work that has been completed for deep cleaning project.

**Warrant(s) Weekly Update**

Warrants passed along for Recreation Commission review.



#### Upcoming Events

Recreation Commission discussion on upcoming Hanson Business Network St. Patrick's Day Fundraiser.

Discussion on upcoming Easter Egg Breakfast and Hunt. Diane Cohen would like all the caretakers staffed for this event.

Discussion on Cornhole Tourney \$11.00 per person and to register by team. Tournament will include double elimination. Date change to 05.04.19. 18+older.

Discussion on plaques and possible prize of cornhole set and Cranberry Cove Season Pass. Diane Cohen discussed possibly having So Shore Vo Tech making the set. John Zucco mentioned his son attends the Carpentry program there.

Recreation Commission discussion on Eventbrite and paypal for payments. Lan Woodward notified Recreation Commission that the Treasurer/Collector and Accountant Todd Hassett need to be involved with this decision, it cannot be decided by Recreation Commission. She will make sure to email Jeanne Sullivan to follow up with Diane Cohen.

#### Policies and Procedures

To be continued.

#### 2020/2021 Rates

To be discussed at Board of Selectmen Meeting 02.26.19 for approval. Diane Cohen and John Zucco will be attending meeting. An agenda has been created for this meeting.

#### Seasonal Staff

Discussion on training incoming staff. Brian Fruzzetti requested Madi Storey to attend next Recreation Commission meeting.

Possible date(s) of training: May 20th and June 12th would be date for Cove Opening day. Cove Kick Off Party date of 06.14.19.

#### Snow Removal

Discussion on snow removal for Camp Kiwanee Lodge. There is still no coverage for steps, decks of the lodge which is a concern for tours and recreation programs. Matt Dyer notified Recreation Commission he has not followed up with Mike McCue on this.

#### Alarm System(s)

No update.

#### Camp Kiwanee Clean Up Day

Time change for 9:00am-12:00pm.

Matt Dyer suggested having Boy Scouts coming out. Lan Woodward to email troops with Camp Kiwanee Clean Up Day and time.

#### Dance-a-thon

To be continued.

#### Food Truck Commissary

To be continued.

#### Beer Garden Potluck

This will be continued. It would be for 2020.

#### Osso Videographer

To be continued. Will be doing as weather is nicer.

#### Bridal Shows by Kelly

John Zucco asked Recreation Commission about bridal show. This would be cost of lodge rental, bar permit fee and security deposit. Camp Kiwanee would have to purchase table if they would like to participate.

#### Cornhole Tournament

Discussed above.

#### Fishing Program

To be continued.

#### Paddleboard Program

Diane Cohen said she will speak to Emma Mousette regarding this.



Archery Program  
To be continued.

Nature Program  
No update.

Science Program/Museum of Science Kits  
No update as of this meeting.

Woodman Terrace Update  
No update.

Mass Cultural Grant  
Discussion on Gaya Arumughan being able to write grants. Diane Cohen notified Recreation Commission that Deb Petty can also write grants.

MA Save Energy Audit  
Brian Fruzzetti spoken on behalf of Brian Smith. Brian Smith requested copies of account numbers for National Grid and Columbia Gas. Lan Woodward will forward along to Brian Smith via email.

Grant(s) Research  
No Update.

Comcast-Municipal Grants Follow Up/Security  
Matt Dyer will reach out to IT contact Ryan.

Cove  
No Update.

**Adjournment**  
Next meeting(s):  
03.11.19 at 6:00 pm  
03.25.19 at 6:00pm

Motion to Adjourn by Brian Fruzzetti.  
2nd John Zucco.  
Vote 5-0.  
Meeting Adjourned 7:35 pm.

A handwritten signature in black ink, appearing to read "John Zucco".A handwritten signature in black ink, appearing to read "Diane Cohen".