

Minutes of Recreation Commission
Meeting Date February 11, 2019

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, Juvy Hartweg (7:15pm), and Lan Woodward.

Also in Attendance: Residents Joan Fruzzetti, Selectman Matt Dyer, Resident Joanne Blauss (6:15pm).

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 01.28.19.

Motion to approve minutes of 01.28.19 by John Zucco.

2nd Brian Fruzzetti.

Vote 5-0.

Department Head Update(s)

New Business

Suzanne Walsh-Reduction/Waiver Request Baby Shower 04.28.19

Suzanne Walsh was not in attendance for Recreation Commission meeting. She would like to book lodge on 04.28.19 for a baby shower. She would like the security deposit fee waived or lowered. She feels that it shouldn't be the same amount for a baby shower. Current security deposit rate is \$1,000.00 across the board for 2017-2019 rates which states on the rate sheet, and lodge rental application.

Discussion on possible change for the 2020/2021 security deposit to change for non-wedding lodge rentals to \$500.00.

Motion to change 2020/2021 security deposit to \$500.00 for non-wedding events pending Board of Selectmen approval by John Zucco.

2nd Brian Smith.

Vote 5-0.

Policies and Procedures

To be continued.

WH NHS Day of Service 04.06.19

WH NHS Day of Service would like to change their service date to 04.27.19. They will be here from 9:00am-12:00pm.

Recreation Commission discussion on Camp Kiwanee Clean Up Day for that same date.

Clean Up Day 04.27.19 from 8:00am-1:00pm.

Snow Removal

Discussion on snow removal. There was an email sent along to caretakers for on call snow removal. One caretaker agreed to be on call. Concerns on limitations.

Matt Dyer notified Recreation Commission that he will follow up with Mike McCue on this.

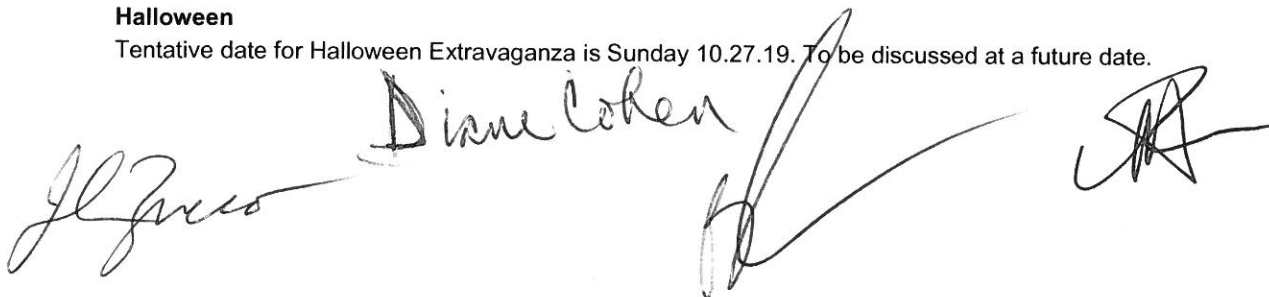
Dance-a-thon

Discussion on having a dance-a-thon which could be a fundraiser for Camp Kiwanee. Recreation Commission discussion on theme, adult, children, possibly in the Summer.

Brian Fruzzetti, John Zucco, and Diane Cohen will work on coordinating.

Halloween

Tentative date for Halloween Extravaganza is Sunday 10.27.19. To be discussed at a future date.



Old Business

Miscellaneous Correspondence

Diane Cohen notified Recreation Commission that she spoke with Matt Dyer and Michael McCue regarding FY2020 budget shortfall. With the exception on payment to septic, we would've made profit. She is not overly concerned since it has been a 30 year problem.

Discussion on septic costs.

Recreation Director position has been advertised. It ran in the Whitman Hanson Express.

Discussion on interview process. Interviews will be done by Diane Cohen, Mike McCue and Recreation Commission chose Melissa Scartissi to be the 3rd person for interview process.

Lan Woodward was requested by a Board of Selectmen member to breakdown each event from the past 5 years starting with 2014 by week and by day of the week it occurred for weddings only. She passed along copies to Matt Dyer and Recreation Commission. It also included through 2019 and non weddings in case that was needed in the future.

Diane Cohen discussed the upcoming Hanson Business Network's St. Patrick's Day Fundraiser on 03.16.19 with Recreation Commission. She mentioned the support we had received from the Halloween Extravaganza and would like for the Recreation Commission to show support for this event. She will be attending. John Zucco said that he would attend if he does not get a booking.

Melisse Scartissi asked more details regarding time and date of event. Lan Woodward will email to her.

Brian Fruzzetti has concerns of toilet not being repaired. Lan Woodward will follow up with Chris Fennessy on this.

Brian Fruzzetti would like Chris Fennessy to give a facilities update to Recreation Commission possibly once a month.

Chris Fennessy updated Diane Cohen that the air conditioning will not be repaired until May.

Discussion on stove project and also gas shut off. Diane Cohen said she will have Chris Fennessy explain in more detail.

Recreation Commission discussion on Republic Services. MaryBeth Mackay approved contract July 2017-July 2020.

Facility Update

Chris Fennessy was not in attendance.

Caretaker Weekly List of Items/Reports

Update on North End Cabins.

Warrant(s) Weekly Update

Warrants passed along for Recreation Commission review.

Drama Kids April 2019

Drama Kids one day workshop during April vacation on 04.17.19 from 10:00am-12:00pm.


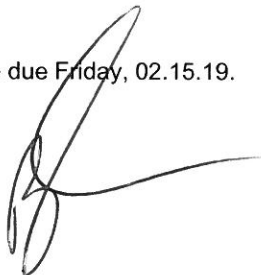
Motion to approve Drama Kids one day workshop on 04.17.19 from 10:00am-2:00pm by Brian Fruzzetti.

2nd Melissa Scartissi.

Vote 5-0.

Town Clerk Ethics Packet

Reminder that certificates/paperwork for Town Clerk are due Friday, 02.15.19.



2020/2021 Rates

Swim Rates discussed for 2019 Season that still require review/approval. Recreation Commission discussed raising rates \$10.00 for each lesson.

NON-RESIDENT SEASON PASS WITH FAMILIES PARTICIPATING IN SWIMMING LESSONS \$115.00

GUEST ARE WELCOME WITH FAMILY PASS, BUT WILL BE REQUIRED TO PAY AN ADDITIONAL \$5.00 PER PERSON

BOAT/KAYAK RENTAL \$10.00 hour

SWIM LESSONS

1st Child \$125.00

2nd Child \$75.00

3rd Child \$65.00

4th Child Free

Parent and Child \$65.00

SWIM TEAM

\$65.00 per child

Motion to approve 2019 Cove Rates pending Board of Selectmen Approval by John Zucco.
2nd Brian Fruzzetti.
Vote 6-0.



Diane Cohen

Seasonal Staff

Job advertisement will run for February vacation school week in the Whitman Hanson Express. We can also place on Facebook and Camp Kiwanee website. Lan Woodward mentioned to Recreation Commission to follow up with Meredith Marini on a date/time to start the interview process.

Camp Kiwanee Clean Up Day

Camp Kiwanee Clean Up date of 04.27.19 from 8:00am-1:00pm as discussed under WH National Honor Society Day of Service.

Alarm System(s)

No update. This is on Chris Fennessy's list.

Food Truck Commissary

Diane Cohen spoke to Plymouth Party. She mentioned that there were lots of variables with Board of Health and stove project. She plans on talking to Board of Health during February school vacation week.

Matt Dyer notified Recreation Commission the he spoke to Theresa Cocio. There would be the catering registration charge of \$50.00/\$100.00 for each time used.

Beer Garden Potluck

Matt Dyer suggested that this would be a weekend event, possibly team up with Halloween Extravaganza. He followed up with Lan Woodward on dates for October 2020, she requested to double check with Recreation Commission since October is a busy booking month for wedding functions. Tentative date for 2020 10.23.20, 10.24.20, and 10.25.20.

Breakfast with the Easter Bunny 04.07.19

Juvy Hartweg updated Recreation Commission on status of Breakfast with Easter Bunny. Waiting to be approved by Board of Selectmen. Paperwork to be send to Pembroke Chamber of Commerce pending approval of rates. Catering Registration Form to be filled out with Board of Health for event. Waiver Fee was not approved. All the candy, chocolate eggs, food, volunteers will be handled by Pembroke Chamber of Commerce. The Easter Egg hunt following breakfast seatings are for children 10 and under. Discussion on police detail and also location of Easter Egg Hunt. There will be volunteers in the hunt are to make sure everything is in order.

Suggestion of dressing a cabin up for cabin rental and also bringing a Cranberry Cove Rate sheet for the event so that it can be passed along.

Rockland/Hanson Rotary Comedy Night



Juvy Hartweg updated Recreation Commission on Comedy Night fundraiser for Rotary Club and South Shore Children's Museum. It will be on 03.23.19 from 7:00pm-10:00pm with Pizza and the cost for the event is \$25.00. There will be a fundraiser/raffle as well. This will be a paid event, no waiver.

Osso Videographer

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

Bridal Shows by Kelly

John Zucco asked Recreation Commission about bridal show. If the event was charged the lodge rate, would we pay to be exhibitor? He will find out about the rate.

Cornhole Tournament

Tentative date of 03.30.19. Diane Cohen would like to have 10 sets for tournament. Melissa Scartissi said she will call Mike's Pizza and Damien's for possible donations.

Diane Cohen asked if Recreation Commission members had sets to use for the event. Diane can obtain two, Melissa Scartissi has one, and Brian Smith has a set that can be used. Diane Cohen said we could always invest in sets. Recreation Commission discussion on plaques. Matt Dyer suggested a Cranberry Cove Pass for a prize or possibly a weekend of cabin rental.

Fishing Program

To be continued.

Paddleboard Program

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

Archery Program

Update on Archery Program. Lan Woodward received information on renting equipment. Mass Wildlife Division of Fisheries & Wildlife will drop off and also pick up equipment. We need to provide certificate of insurance and copies of instructor certificates. Email sent out to caretakers for copies of the certificates.

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 email received regarding grants. Discussion on Gaya Arumughan visiting and obtaining tour of Camp Kiwanee to see what grants would be out there for improving Camp Kiwanee.

MA Save Energy Audit

Brian Smith spoke to Mass Save. He asked if Brian Fruzzetti would like to assist on this with him. Matt Dyer requested that they share the results with him.

Grant(s) Research

No Update.

Upcoming Events

No Update as of this meeting.

Comcast-Municipal Grants Follow Up/Security

Matt Dyer will reach out to IT contact Ryan.

Cove

No Update.



Adjournment

Next meeting(s):

02.25.19 at 6:00 pm

Motion to Adjourn by John Zucco.

2nd Brian Fruzzetti.

Vote 6-0.

Meeting Adjourned 8:10 pm.

John Zucco

Brian Fruzzetti

Diane Cohen
CMH