

Minutes of Recreation Commission
Meeting Date: June 19, 2017

Call to Order: Meeting was at the Hanson Town Hall, 542 Liberty Street Hanson, MA 02341 in the Board of Selectmen's Room. Call to order was at 6:00 p.m.

In Attendance: AnnMarie Bouzan, Diane Cohen, John Zucco, Brian Smith, Brian Fruzzetti, Rachael Gross, Theresa Cocio, and Lan Woodward

Also in Attendance: Peter Giovannini, Resident Joan Fruzzetti, Madi Story, and Cameron Bain

Lan Woodward, Administrative Assistant, will take the minutes.

The meeting minutes are being tape recorded.

Lan Woodward passed out the Agenda for June 19, 2017 meeting.

Approval of Minutes

Motion to accept minutes of 06.05.17 by Diane Cohen.

2nd Motion to accept minutes of 06.05.17 by John Zucco.

Vote 6-0.

AnnMarie Bouzan recommended that everyone sign all pages of the minutes as the meeting begins.

New Business

Peter Giovannini

Peter Giovanni was on the agenda for this evening's meeting. Peter wanted to follow up and discuss the rentals that he has done in the past at Camp Kiwanee and what it entailed. The next visit is for 07.06.17-07.09.17. It includes the entire South End, the Bridal Cottage, as well as both Electric Cabins.

The previous Recreation Commission approved the rate of \$1650.00 for this and the Recreation Commission notified Peter Giovanni that this price would be honored for this year, but going forward we would be using the current rates.

Per the Hanson Recreation Commission minutes dated 07.04.16:

Motion to Approve Giovanni's rate of \$1650.00 as an increase to the Family Reunion in the South End Campground being held on July 28, 2016 through July 31, 2016 and 2017 if they decide to return; Fran O'Kane; 2nd Sue Lonergan; Approved 4-0-0.

AnnMarie Bouzan *Diane Cohen* *B. Fruzzetti*
Theresa A. Cocio *Lan Woodward*

Motion to Approve Giovanni's rate of \$1650.00 as an increase to the Family Reunion in the South End Campground being held on July 28, 2016 through July 31, 2016 and 2017 if they decide to return; Fran O'Kane; 2nd Sue Lonergan; Approved 4-0-0.

Mr. Giovannini discussed that originally when they did this family reunion weekend they would use the cabins Thursday evenings and when they checked-in they would pay the amount.

Recreation Commission would recommend having the rental application approved beforehand.

Peter mentioned that this would be their 38th year coming to Camp Kiwanee.

AnnMarie Bouzan suggested to see what Board of Selectmen could approve.

Rachael Gross said for 2018 we can hold cabins for Peter tentatively. We would love your continued business and to see if the fee can be waived if you go to the Board of Selectmen, just want to make sure we go through the application process.

Lan Woodward will come up with the current rates and discuss with Peter.

Peter Giovanni asked what the definition of the South End would be?

17 cabins, pavilion and 1 chalet.

Rachael Gross mentioned to make sure to speak with Lan Woodward to set up a schedule.

Resident Joan Fruzzetti asked Peter if he preferred the end of July?

AnnMarie Bouzan said to just check the dates with Lan Woodward.

Re-Organization of the Recreation Commission

Chair-AnnMarie Bouzan

Motion made by Theresa Cocio

2nd by Rachael Gross

Vote 6-0

Vice-Chair Rachael Gross

Motion made by John Zucco

2nd by Diane Cohen

Vote 6-0

Secretary Diane Cohen

Motion made by Brian Fruzzetti

2nd by Brian Smith

Vote 6-0

Theresa A. Cocio *AnnMarie Bouzan* *Rachael Gross* *John Zucco* *Brian Fruzzetti*

Department Head Update(s)

Please note that MaryBeth Mackay was unavailable to attend the meeting. AnnMarie Bouzan was given her notes to follow up with the Department Head Updates.

Surplus Items

No vote needed for surplus, this was discussed at the last meeting.

Employee Packet Update/Printout

Caretakers Packet:

Keys Issued

Overview

Contact Sheet

Gator Log Sheet

Discussed changes, revisions, updates to the packet.

Office Desk

Waiting on balance.

Computer Software

MaryBeth Mackay is still waiting on Unipay and RMS didn't return any of her calls.

Rachael Gross said that she will contact Mark from RMS to check the status.

Gator Log Sheet

Printout was provided.

Discussed changes, revisions, updates.

Rachael Gross volunteered to make these changes for the Gator Log Sheet.

Equipment Log Sheet Printout

MaryBeth Mackay noted that she asked Gregg to create an equipment log sheet. A printout was passed out.

It was discussed that MaryBeth Mackay to have a Thumb Drive with photos.

Personnel Spreadsheet Completed Printout

MaryBeth Mackay noted this was in the packet.

Time Sheet Revision Update Printout

MaryBeth Mackay noted that this was in the packet.

Theresa A. Cowd AnnMarie Bouzan John Zucco Rachael Gross

Blood Drive Dates

Printout with possible Blood Drive dates shown.

There are no issues with having a blood drive.

Discussion on if American Red Cross would be using the Lodge and the time frame which is usually 8:00-5:00.

This is pending. Checking dates, research on what would be needed.

Joan Fruzzetti recommended music.

Martha Isaac

New England Reptile

Dates are listed on notes by MaryBeth Mackay but Commission was not provided rates and times for this event(s).

New lockers at the Cove, special thank you to Brian Smith.

The old lockers will eventually be declared Surplus.

Wooden Signs

MaryBeth Mackay mentioned that she asked Ed Hanlon but he is busy with numerous things.

Air Conditioning Update

Per MaryBeth Mackay, McClaren Air Conditioning would be coming in June 21st and if not, C&S is on call for backup.

Rachael Gross suggested that we should add to our calendar a special section for Maintenance/Facilities. This would be a great addition. To be added along with dates for file and reference.

Pavilion/Rodent Check

It was noticed that there was a rodent issue at the Pavilion on June 1st. This was to be checked on and taken care of.

This was handled on Friday, June 16, 2017.

Review of property and preventive maintenance was discussed regarding Pavilion.

Removal of Scenery/Props

Follow Up discussion on the old scenery to be removed that is flammable.

Madi Storey asked if she could possible have the scenery?

AnnMarie Bouzan just mentioned that she was concerned because it is flammable.

Diane Cohen suggested that the spray is to be used.

Rachael said that is fine, whatever you may not way would still need to be disposed.

Theresa A. Cowd AnnMarie Bouzan Rachael Gross

Caged Area Pricing

There was discussion the Ed Hanlon can create something with existing materials.
Rachael Gross mentioned the she also has shelves if we would like to have and use.

Unibank

MaryBeth Mackay noted that she is working on a press release.
Rachael Gross will contact MaryBeth Mackay regarding contacts there and any issues.

Library Trophy Follow Up

MaryBeth Mackay noted that she spoke to the library and that they only have one of the trophies and would not have room for more.

Paddleboard Update

MaryBeth Mackay had in the notes that there is a contract but waiting on insurance to renew.

Comcast Services Update

Discussion of Rate.

Discussion of Security Cameras.

Rachael Gross mentions Lan-Tel and their rates.

Brian Smith will get contact information from Brian Smith and he will follow up to see what he can do for the Camp.

Vendors-Ben&Jerry's Catering Follow Up

Were hoping to have Ben&Jerrys as a vendor for Cranberry Cove kick off.

No mention in notes regarding contact with Ben&Jerrys.

Media Link on Town Recreation Webpage

There was no mention from MaryBeth Mackay regarding this on the notes.

06/09/17

No notes from MaryBeth Mackay regarding this event issue.

There was discussion on the customer's concerns, recommendations, suggestions regarding events at Camp Kiwanee.


Program/Events-List/Calendar Update Printout

There was a printout provided. Events and programs to be added.

Rachael Gross discussed being added to events calendars so public is aware of events that Camp Kiwanee provides. She will work on creating and email to send along to vendors to see what can be done to be added to calendars.

Review Job Description-Printout

Printouts passed out, follow up still needed.

Anna A. Cocio *Ann Marie Bourz* *Je Zues* *Rachael Gross* 

Old Business

Farmers Market Update

Rachael Gross mentioned Karen Elliot from Old Orchard Farms in Abington. She handles produce, eggs, as well as crafts.

Rachael Gross said that she plans on following up with Matt from Board of Health tomorrow regarding the application. She will also reach out to other vendors.

Updates regarding Farmers Market at next Meeting.

CPC

There was a glitch found with the chart that was given from MaryBeth Mackay.

The equipment for the project(s) would need to be purchased.

We do not think we can purchase tools.

Town Administrator Michael Mccue said that we would have to get hourly rates approved.

Discussed follow up up Laura Kemmett via email.

ADA Compliance

Brian Smith discussed North End Common Ramp and Portable Toilet.

Recreation Commission discussed Bath House and what is not covered by CPC Funds.

Diane Cohen spoke to Spencer. It is \$2,000-\$2,500.00 to do a materials study and look at the Gatehouse.

Since it is part of the Historical Register, there are certain specifications.

First part of grant would be for a consultant.

Trees

Trees are coming down this week new the lodge. Limbs at the Cove will also be looked at.

Quick Update on Firewatch

When a fire alarm/sprinkler system is off, Police and Fire Department must be aware of the dates/times.

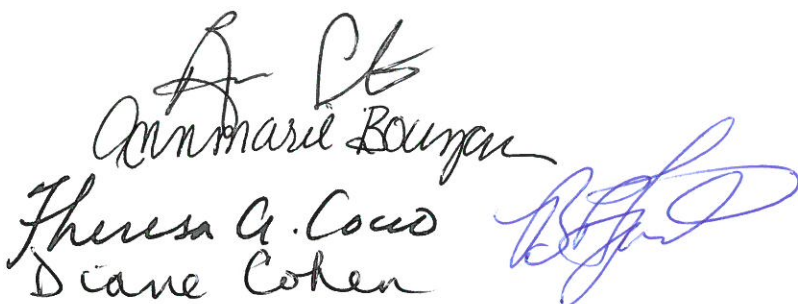
Frontier Cabin-Fireplace

Michael Means from Highway Department suggested we take the broken part to a fireplace store.

We will have caretaker take photos and email to see what can be done.

Frontier Cabin-Floor

It was noted Ed Hanlon is working on this.


Annmarie Bourque
Theresa A. Couso
Diane Cohen

Cove

Kick Off Supplies Order Update

AnnMarie Bouzan ordered supplies as well as Diane Cohen.

There are 200 hot dogs, rolls, popcorn, games.

Diane Cohen and John Zucco will go to get condiments, water.

Diane Cohen rented Slip and Slide and Dunk Tank hours from Country Rental.

Rachael Gross suggested we have a waiver if Slip and Slide is used. Diane Cohen mentioned that the town said a waiver was not needed.

Please note Beach Director Emma Mousette was not in attendance to present the Cove Report.

There is an emergency Executive Session Meeting next Monday, June 26, 2017 at 6:00 p.m.

Following Executive Session we will be having a Mandatory Caretakers Meeting at 6:30 p.m.

Motion to Adjourn by Brian Fruzzetti.

2nd Motion to Adjourn by Diane Cohen.

Vote 5-0.

Meeting adjourned 8:20 p.m.

By S to
AnnMarie Bouzan
Theresa A. Coiro
Diane Cohen 