

Minutes of Recreation Commission
Meeting Date: March 13, 2017

Call to Order: Meeting was held in the Library and Main Hall of Needles Lodge at Camp Kiwanee. Call to order was at 6:00 p.m. Meeting was audio recorded.

In Attendance: AnnMarie Bouzan, Rachael Gross, Diane Cohen, Brian Smith, John Zucco, Sondra Allen, Brian Fruzzetti, Lan Woodward

Also in Attendance: Town Administrator Michael McCue, Selectman Bill Scott, Resident Jim Hickey, Resident Joanne Blauss, Senior Pastor Kris Skjerli of Calvary Baptist Church of Monponsett, MA, Resident Margaret Hickey, Resident Madi Storey, Resident Chris Fruzzetti, Resident Joan Fruzzetti, Al Hanscom Septic/Funding Plans

Lan Woodward, Administrative Assistant will take the minutes.

The meeting minutes are being tape recorded.

Septic/Funding Plans

Al Hanscom distributed forms which included various replacement options for the Camp Kiwanee Septic System. Also included was a layout of Camp Kiwanee showing Phase 1, Phase 2, and Phase 3 options.

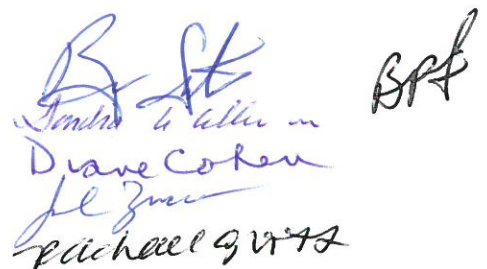
Al Hanscom stated that the bids received were higher than anticipated. We then went through the plans provided.

Phase 1 would consist of replacing septic system at the lodge which now is a failed system. We need to install Title V compliance and install a manhole into 10,000 gallon septic then to 5,000 gallon septic. All of this is a gravity system. Phase I there would not be anything to maintain except pump outs for the system. We would need about \$131,000 and are short about \$70,000.

Phase 2 would include the Honeymoon Cottage about 6,000. It also included South Bath House with a 4,000 gallon tank. \$205,000 overall which would only be about \$50,000 more.

Phase 3 would include a dual septic system and pump. This would be a whole separate phase. We are not looking to do this this year, possibly subsequent year.

AnnMarie Bouzan asked how the South Bath house was and was told it's failed inspection. We have to have frequent pump outs.


 Sondra Allen
 Diane Cohen
 John Zucco
 Rachael Gross

Rachael Gross asked the length of time for this remodeling and if it would be an inconvenience and if it would affect the Camp? It was discussed that length of time is a question and that they would not work weekends (Friday-Sunday) and it would not restrict operations.

The bid would be at \$131,000 if we chose this option. It would be authorized right after Town Meeting and when funds are appropriate. Also, the plan can be amended.

Diane Cohen asked if this would interfere with rentals? Town Administrator Michael McCue mentioned that nothing would be done to interfere with rentals. Discussed that Memorial Day would constitute the start of the season.

Mr. Hanscom stated it would be about a 30 day project. There is funding available and that it could always be authorized at \$60,000, but you would run the risk of not approving funds at Town Meeting.

AnnMarie Bouzan inquired what happens after they put the tank in? Al Hanscom notified that they would restore service, mulch, erosion control, stone.

Selectman Bill Scott wanted to know the reason on going the 45 degree bend in the plans? It was told that is the existing line belt. We would be picking up existing line and putting a manhole on. He mentioned that they wanted to minimize trees to take down.

Town Administrator Michael McCue suggested not pushing past Phase 1 at this time. He mentioned that we can't guarantee that we would make the money next year and expenses that we have, upgrading electrical, taking trees down, we have to balance.

Al Hanscom also will discuss with contractor Landers how they would leave the site each week and make sure there would be no open excavations. They are close enough they can keep the equipment offsite.

Ann Marie Bouzan asked if we go to vote on this, but Town Administrator McCue said we do not need to vote it's more understanding and more informational and to be kept in the loop.

Rachael Gross would like Administrative Assistant Lan Woodward to make sure that we would create a notice for the renters so they are not inconvenienced once we have the dates of the project so that they have an understanding of what is happening.

Al Hanscom will draft something and email to the Recreation Commission.

Sandra G. Allen
Diane Cohen
Al Hanscom
Rachael Gross *BPS*

New Hire

Please note we did not go into Executive Session to discuss new hire.

Michael McCue would like to recommend Mary Beth McKay as the new Recreation Director. There were 6 interviews for the position and this particular individual currently works in the Lakeville Parks Department. She has experience in vendor planning, 60 weddings, function halls, licensing, corporate outings, and is currently overseeing staff at the facility she is at as well as maintenance. She would have to request two weeks notice and if she accepts the position she would be onboard in two weeks. Michael McCue would have to come to salary agreement as well. Rachel Gross mentioned that Mary Beth McKay also has experience with structure and in creating recreational activities and programs and is a great candidate for members of the camp and commission, she is local and in Lakeville.

Motion Made: Rachael Gross

Seconded: John Zucco

Vote 7-0

Fence Installation

We are looking to add two links to the fence at the Cove. Lan Woodward and Michael McCue are looking into the company we have used in the past and will get a price to vote on. We don't have a date as of yet. Please note that we do have permission from ConCom to take care of this issue.

Family Camping Weekend

Resident Joanne Blauss discussed that Audrey Flanagan, Hanson resident, received the lettering from the Recreation Commission regarding Family Camping Weekend. Joanne Blauss would like to discuss her thoughts and had questions for the Commission.

She wanted to emphasize that this was a promotional deal, a gift to the new Recreation Commission from the other Recreation Commission. They created this program and before then there was no program, no play, no yoga, etc. She believes this weekend would showcase Kiwanee. She stated last year's event every cabin was rented, the electrics were rented, there were campfires, ball field was being used, the cove as well, even the waterfront and the secret stairs, and there were ghost stories. She said it was wonderful for two accomplishments the camp being used, every part of it, and it made memories. It was promotional, it was paid for by the Rec, but it was a promo to get people to come back. Her questions is how do we see volunteers? This would be all volunteers and a vote of 6-0 can't support it.

Michael Gross
Sandra A. Allen
Joanne Cohen
John Zucco

Joanne Blauss mentions that the letter stated the Recreation Commission could not financially support this weekend and Margaret Hickey asked how this letter was written.

Rachel Gross emphasized that we strongly believe in recreation and we support Family Camping Weekend, and the costs as a group she was blown away with what was included. She also state that she was not saying it was not a possibility next year, it just comes down to a cost.

Diane Cohen said money was definitely an issue. She is aware of who was sponsoring and the Recreation was asked to sponsor, but we had no part of planning this event, because it was already planned, and that we are also under the authority of Board of Selectmen, and as far as recreation goes, we do want recreation, it is a great option, but not the only option. Diane Cohen also stated that we need to look at the lodge aspect of it.

Pastor Kris Skjerli wanted to mentioned he would like to see this promoted at the Board of Selectmen meetings, at Calvary, family fun day was about \$2500.00, why shouldn't this be available to the community? He believes this is a benefit to the community even if it zeros us out. It brings the community together.

AnnMarie Bouzan wanted to mention that we do want recreation for this Camp, but we cannot physically afford this right now. Recreation costs money. We have policy and procedures we have to abide by and bottom line is that we are trying to see things like this in here.

Rachel Gross stated that it's not a no just a no for financially sponsoring it.

Jim Hickey tells Joanne Blauss that they can't afford it and that's the bottom line, there was a vote 6-0 not to accept.

AnnMarie mentions not to sponsor it.

Jim Hickey asked why did the Rec Commission vote no, he thinks that this can be done. Jim Hickey wanted to point out he believed we broke policy and procedures discussing new hire, but we did not.

Ann Marie Bouzan stated that it is strictly financial and policy and procedures.

Rachel Gross suggested to get application and determine how to raise funds; consider food trucks, changes can be made.

Diane Cohen said we are just saying that we are not sponsoring. From what she can gather, from talking to people and what she has seen at the Cove, and talking to Hallamore, she doesn't think Camp Kiwanee could not be as successful without the volunteers. Volunteers are what got this lodge as beautiful as it is right now. She got a 50/50 split on an event like this.

Handwritten signatures:
 Beth
 Sandra to follow
 Diane Cohen
 Jim Hickey
 Rachel Gross

Margaret Hickey asked what would be the lowest they could go and AnnMarie stated there are a multitude of things to do for fundraisers.

Meeting was moved to the Lodge because of the heat.

Approval of Minutes

AnnMarie Bouzan mentions to Lan Woodward that for the minutes a copy stays at the office and the original will be sent to Town Clerk's office. This will then be placed on webpage.

The minutes were passed around for Recreation Commission signatures.

Motion Made: Sondra Allen

Seconded: John Zucco

Vote 7-0

Report of the Subcommittees

Grounds-Brian Smith and Sondra Allen.

Sondra Allen walked around the grounds and went to the cabins. She noticed the North End had more damage than South End. She printed out what she found needed to be repaired. Mainly screens. AnnMarie said when the weather warms up we can get an inventory of what is needed. The building inspector would like to get two of the cabins ADA compliant. Rachael suggested to check with Ed Hanlon, caretaker to see if they can handle vs. hiring someone.

Electrical-Brian Smith and Brian Fruzzetti.

They both looked over electrical. Both noticed that there are some safety issues.

Brian Fruzzetti said to we need to get rid of the scenery/props, emphasizing the ones which are foam material. AnnMarie mentioned we could get rid of the paint.

Rachel Gross suggested an inventory day to clean or dispose.

AnnMarie Bouzan said that is history, it means alot to alot people. A lot of it belongs to the Blauss'.

Brian Smith said they were mainly concerned about the foam.

AnnMarie Bouzan would contact Wes and Joanne Blauss.

SA
Sondra Allen
Diave Cohen
John Zucco
Rachael Gross

Security

Rachel Gross and Brian Fruzzetti.

Rachel Gross stated security meeting the Lan-Tel has been changed to Thursday, March 16, 2017 at 11:00 a.m.

Lan Woodward notified that there is an event this day for, Watershed Meeting.

Rachel Gross would reschedule because of Watershed Meeting.

Cove Committee

Sondra Allen and Diane Cohen.

Talked about putting ads on college websites. Diane will do this week. There was vacation this week. She got a message out to Whitman Hanson High School and that we were hiring.

Diane Cohen would also like to talk to Selectman Administrative Assistant Meredith Marini regarding current applicants.

Docks were put in last year by firefighter volunteers. Hallamore puts in around May 15th.

It was stressed that we keep the docks in for the Winter season as well.

Diane Cohen would like to see swipe cards put into effect. She believes it would make a difference. Also EDC card, the square was mentioned.

AnnMarie Bouzan requested that Lan Woodward lookup Cove Reports on finances for Recreation Committee review.

The Committee will vote on swimming pricing, will first obtain surrounding town prices.

Margaret Hickey notified Committee on what has been bought for the Cove workers: we supply one suit, tshirt/tank, whistle, fanny pack. It was about \$650.00 to purchase.

Diane Cohen asked how many can we hire? Margaret Hickey said about 12.

Rachel Gross suggested a sign up day for lessons, possibly a food truck with snow ice, ice cream truck, etc.

Margaret Hickey mentioned last year it was snow cones.

AnnMarie Bouzan asked Lan Woodward to check the dates of June 3 and 4 and contact Diane Cohen.

Diane Cohen would like to advertise and AnnMarie Bouzan stated to contact Chief Michael Miksch to use the electronic board. He is the one that schedules the board. AnnMarie Bouzan suggested to put right in front of Indian Head School.

Discussion on repair of lockbox at the Cove. This would be more cost efficient than purchasing a new one.

Rachel Gross BPH
Sondra Allen &
Diane Cohen
Jul Z...

Enterprise Account

AnnMarie Bouzan had previous spreadsheets to show itemizations and suggested we could create template. It is antiquated, but it does gives you an idea of all the different line items we had. Just something to think about if we want to get all these lines. She was going to put something like this together but blank and show the new person and see where this all goes.

Events

Rachael Gross would like to take a look at all events we have listed. AnnMarie Bouzan said this is Lan Woodward's whole objective.

Looking to create a new logo. This way we know what is ours.

Lan Woodward mentioned that there is a possible new computer program that we are looking into.

AnnMarie Bouzan suggested to Lan Woodward to make sure to initial any work completed by her.

AnnMarie asked the process to Lan Woodward how we are handling the process of customer requests.

AnnMarie Bouzan mentioned clean up day for April 22nd. There is a tentative event for the Rockland Lions club at 4:00. Lan Woodward will follow up with them. The Town is doing one this day as well. Lan Woodward mention that the catering application has been received, but not the actual paperwork yet. AnnMarie Bouzan is suggesting possibly 9:00 a.m. - 1:00 p.m.

AnnMarie Bouzan mentioned that the Police Department is giving the Camp an F-350 truck for use at the Camp. She is figuring that day we can clean mattresses, clean the cabins, clean windows in the lodge, dust.

Marianne DiMascio is having Green Day at Town Hall on this date, April 22, 2017. She asked if they could borrow 3-4 picnic tables for the Town Hall Green. She said the Highway Department agreed to pick up and bring to Town Hall and then return to the Camp upon completion.

Diane Cohen recommended the resin picnic tables that were at the Cove. They would be easier to carry and delivery, pick up.

Motion made for Hanson Green to borrow four resin picnic tables from the Cove to be used on April 22, 2017 including pick up/return.

AnnMarie Bouzan
Sandra G. Keller
Diane Cohen
Julie Green

Motion made: John Zucco
 Seconded: Sondra Allen
 Vote 7-0

Kiwanee 5K "5 Kiwanee"

Possible dates:

Sunday May 7 is available
 Saturday May 20 -there is a family party at 4:00 at the lodge this day
 Sunday May 21-there is a wedding at 4:00 at the lodge this day
 Sunday June 11-this was to be Finnell Wedding (discussed following 5 Kiwanee)

We would finance this.

Finnell Wedding

Board of Selectmen has to approve the motion to refund request. Vote 7-0.

AnnMarie Bouzan requested Lan Woodward to notify Erin Finnell of the motion. Lan Woodward will email her an update.

Motion Made: Rachael Gross
 Seconded: Diane Cohen
 Vote 7-0

Farmers Market

Possibly Sundays in July, except July 9th, and Sundays August. We will talk about this on a future date.

We can talk more about at a later date.

Open Mic Night

Brian Smith suggested Thursdays, AnnMarie Bouzan notified them that this night is for wedding rehearsals.

This could be possible on Sunday or Sunday evenings, possible open donations. We will talk about this on a future date.

Possible movie night at Cove was mentioned as well.

Policy & Procedure

Rachael Gross, Brian Smith, and Brian Fruzzetti

Working on websites for Camp Kiwanee.

Rachel Gross has come up with:

Rachael Gross
Sondra G. Allen
Diane Cohen
John Zucco

Town of Hanson Camp Kiwanee-Facebook
 Official_Camp_Kiwanee-Instagram
 Camp Kiwanee-MA-Twitter

Rachael Gross will be admin, account manager for now and would like to add Lan Woodward as a user name. She will oversee posts.

Rachel Gross also mentioned Hashtags, would like to discuss in future meetings. Would love to see community and renters to promote their photos from events at Camp Kiwanee.

Motion Made: Brian Smith
 Seconded: Brian Fruzzetti
 Vote 7-0

Rachel Gross would like Lan Woodward to look into the current advertising and what the camp is using, if anything. There are sites such as The Knot, Wedding Wire, TripAdvisor, Rustic Wedding. They may not be paid advertising, but we should be monitoring.

Rental Issues

Muzzy Walker-He has been renting the frontier cabin 4 nights for the past 3 years during a wedding event. AnnMarie wanted to check with the Committee to see how they felt about this. They are okay with it. Will discuss rate at a future meeting.

Hanover Boy Scouts
 04/08-04/09/17

They bring their own porta-potty

After Lan Woodward checking past rates, we noticed that one year was at \$80.00 and one year was at \$100.00 with a free evening. Michael McCue suggested to allow this because of past bookings. Rec said this would be okay but to mention to Troup that this policy is subject to change.

Motion Made: John Zucco
 Seconded: Brian Fruzzetti
 Voted 7-0 at first, Rachel decided against it, Vote changed to 6-0

Yoga

AnnMarie mentioned that we would have to discuss Yoga at a future meeting.

Rachael Gross
AnnMarie Walker
Diane Cohen
John Zucco

New England Bartending Service

AnnMarie said we would discuss New England Bartending Service as well, the contract needs to be re-signed by a current employee, it should be signed by Town Administrator Mike McCue.

Science Camp

AnnMarie discussed that this would be a camp during April vacation weekend and would consist of ½ days. The cost would be \$80.00 per child 9:00 a.m. - 12:00 p.m. We did reach out via email regarding receiving 10% but have not received response. Rec Committee then decided to change to 20%. Asked Lan to resend email stating change since the Rec Committee Meeting.

Adjournment

Motion to Adjourn: Rachel Gross

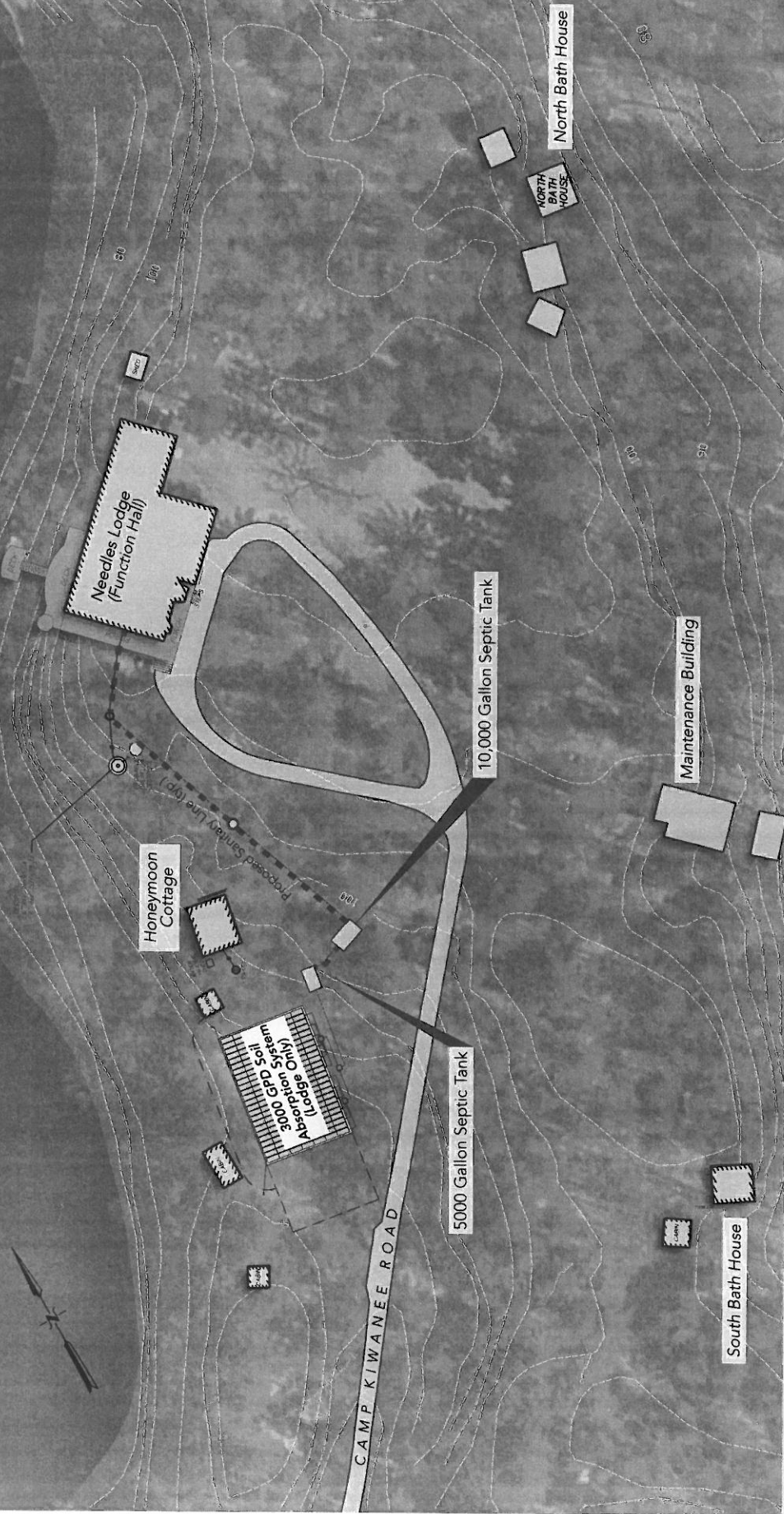
Seconded: Brian Fruzzetti Adjourned approved 7-0

Minutes recorded by John Zucco and Lan Woodward

Meeting closed at 9:17 p.m.

Rachel Gross
Brian Fruzzetti
Deanne Cohen
John Zucco

Maquan Pond



Scale: 1" = 60'-0"

Maquan Pond



Needles Lodge
(Function Hall)

Honeymoon
Cottage

3000 GPD System
Absorption Only
(Lodge)

1800 GPD Soil
Absorption System
(SBH)

1500 Gallon Grease Tank

10,000 Gallon Septic Tank

5000 Gallon Septic Tank

4000 Gallon Septic Tank

Maintenance Building

South Bath House

NORTH
BATH
HOUSE

North Bath House

CAMP KIWANEE ROAD

Proposed Sanitary Line (12")



0 30 60 120 240

Scale: 1" = 60'-0"

Phase 2 Septic Plan
Camp Kiwanee | Hanson, MA

Maquan Pond



Honeymoon Cottage

Needles Lodge (Function Hall)

1800 GPD Soil Absorption System (SBH)

3000 GPD Soil Absorption System (Needles Lodge Only)

1500 Gallon Grease Tank

CAMP KIWANEE ROAD

5000 Gallon Septic Tank

10,000 Gallon Septic Tank

1800 GPD Soil Absorption System (North Bath House Only)

4000 Gallon Septic Tank

Pump Chamber

4000 Gallon Septic Tank

North Bath House

4000 Gallon Septic Tank

South Bath House

Maintenance Building

Proposed Sanitary Line (typ.)



0 30 60 120 240

Scale: 1" = 60'-0"

Phase 3 Septic Plan
Camp Kiwanee | Hanson, MA