

Minutes of Recreation Commission
Meeting Date October 21, 2019

Open Meeting-Attendance

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

In Attendance: Diane Cohen, John Zucco, Brian Fruzzetti, Joan Fruzzetti, Brian Smith, Bill Boyle, and Lan Woodward.

Also in Attendance: Matt Dyer

This meeting is being audio and video recorded.

Approval of Minutes - (Please sign all pages of minutes)

Minutes 09.09.19 to be approved

Minutes 09.23.19 to be approved

Motion to approve 09.09.19 and 09.23.19 minutes by John Zucco.

2nd Brian Fruzzetti.

Vote 5-0.

Department Head Update(s)

Recreation Director Update

Bill Boyle passed along the budget report that was requested by Recreation Commission.

Facilities update included roofs being cleared; the storm has brought more leaves.

Bill Boyle received a painting quote on the cabins. It was for \$15,000.00.

Discussion on paneling cabins.

Diane Cohen requested an update on cabins screens for CPC.

Brian Smith asked if \$17,000 is remaining and if that was a true statement? Diane Cohen said she was not sure.

Discussion on North End screens.

Diane Cohen said she would like to close out CPC and use on anything we can on the North End.

Events Update

Halloween Extravaganza is right on track. Billy Boyle thanked Brian Fruzzetti and Joan Fruzzetti for attending the volunteer meeting.

There are currently 700 bags of candy and prizes, and there will be punch cards for children to receive both.

Billy Boyle notified Recreation Commission that he still needs some supplies.

John Zucco said he is trying to get a photo booth for Sunday.

Cornhole Tournament has no pre-registrations, but there are plans of several people attending through word of mouth.

Diane Cohen asked where the sign created was. Bill Boyle said the storm had ruined it.

Bill Boyle passed along the plaque that was created for the tournament. It covers 12 years and purchased through Rockland Athletics.

Joan Fruzzetti asked how many teams? There are predicted 4 or 5.

Joan Fruzzetti asked how much candy? There are currently 700 bags. Joan Fruzzetti said she has lollipops. Billy Boyle said he has coffee filters for the ghosts.

Diane Cohen asked about cabin rentals? Hanson Business Network should be coming through, there is Freeman Dental, and Board of Selectmen.

John Zucco will rent out a cabin, but he will place sign on stage with him.

Joan Fruzzetti said PTO is attending.

All Recreation Commission members will be attending excluding Brian Smith.

Bill Boyle will start setup on Wednesday and will give the option for decorating for Saturday while there is Cornhole.

There will be 2 bouncy houses for the event. Discussion on placement.

Brian Fruzzetti recommends putting side by side only because of buses.

Joan Fruzzetti asked why can't we put signs on trees? Billy Boyle said it's hard to see on the road.

Mike's House of Pizza will be putting flyers on pizza boards.

There will be a silent auction with sports memorabilia.

New Business

Hanson PTO Polar Plunge

Hanson PTO Polar Plunge request for Cove usage on 01.26.20 10am-1pm with 7am setup for the Polar Plunge at the rate of \$60.00 for Caretaker staff coverage.

Motion to approve the Hanson PTO Polar Plunge request or Cove usage on 01.26.20 from 10am-1pm with 7am setup for the Polar Plunge at the rate of \$60.00 for Caretaker staff coverage pending Board of Selectmen approval by John Zucco.

2nd Joan Fruzzetti.

Vote 5-0.

HFD Breakfast with Santa request 12.07.19 on 7am-11am with 5am setup at Lodge at the rate of \$120.00 for Caretaker staff

Motion to approve HFD Breakfast with Santa 12.07.19 7am-11am with 5am setup at Lodge at the rate of \$120.00 for Caretaker staff coverage pending Board of Selectmen approval by John Zucco.

2nd Brian Fruzzetti.

Vote 5-0.



KC Events

Bill Boyle updated Recreation Commission regarding communication regarding paint/craft nights. He is planning to look into 2020 Spring/Summer based on the timeline of crafts, possibly ornaments, would need to get a price point down.
KC Events also referred him to Chickie who has ceramic nights which are done on a converted school bus.

Halloween Extravaganza Donation(s)

Meadowbrook Restaurant donation of \$25.00 gift card for cabin decorating contest.

Motion to accept Meadowbrook Restaurant donation of \$25.00 gift card for cabin decorating contest by Brian Fruzzetti.

2nd Joan Fruzzetti.

Vote 5-0.

Cornhole Tourney Donation (s)

Tri-Town Rotary donation of \$100.00 and also \$50.00 for tournament winners.

Hanson Rod and Gun Club donation of a membership valued at \$150.00.

Motion to accept Tri-Town Rotary donation of \$150.00 for tournament winners and also

Motion to accept Hanson Rod and Gun Club donation of a membership valued at \$150.00 by John Zucco.

2nd Brian Smith.

Vote 5-0.

Couch Donation

Diane Cohen obtained a Victorian style couch donation from a friend, Richard Duseau for lodge use.

Motion to accept couch donation from Richard Duseau for lodge use by Joan Fruzzetti.

2nd Brian Smith.

Vote 5-0.

Old Business

Warrant(s) Weekly Update

Warrants passed out for Recreation Commission review.

Wastewater Services invoice for \$2,800.00 for septic services for North and South End.

Billy Boyle looked into this invoice and Emma Mousette had authorized services for Cove and North and South End.

Diane Cohen said we need to schedule July, August, and close of Cove season next year.

Motion to approve invoice for Wastewater Services in the amount of \$2,800.00 for septic services for North and South End by Brian Fruzzetti.

2nd Joan Fruzzetti.

Vote 5-0.

Paul the Plumber North and South End winterization cost of \$1,500.00

Joan Fruzzetti does not understand why the Caretakers cannot handle this task.

Brian Smith said you would want plumbers to handle this.

Brian Smith would like an itemized breakdown of material and what exact hours.

Motion to approve Paul the Plumber invoice for \$1,500.00 by Brian Fruzzetti.

2nd Joan Fruzzetti.

Vote 5-0.

Recreation Commission Teams-Cove/Facilities/Media/Policies

Cove

Joan Fruzzetti said we never receive an End of Year Report for the Cove.

Facilities

Bill Boyle discussed mattress pads. He said two were misplaced or missing. Diane Cohen requested the Bill create a sign in/out sheet for caretakers to fill out per each rental.

Joan Fruzzetti said check in with someone and checkout with someone.

Matt Dyer stated that at the parks, the rangers will go through to so if anything is missing, go to the roster, and if anything is missing, they are charged for it.

Brian Smith said it boils down to getting locks on these cabins. He will get a cabin count and master locks. Somebody needs to do a walk thru.

Diane Cohen said this is a no brainer, this is no way to run a business.

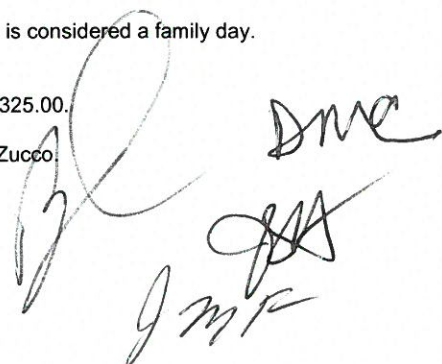
Bill Boyle feels the staff need to be paid more for coming in on Sunday, since Sunday is considered a family day.

Diane Cohen said to keep this on the radar for next year.

Recreation Commission discussion on roof estimate from South Shore Roofing at \$7,325.00.

Motion to approve South Shore Roofing roof repair at estimate of \$7,325.00 by John Zucco.

2nd Brian Fruzzetti.



Recreation Commission discussion on lodge kitchen stoves.

Bill Boyle notified Recreation Commission that Charley Barends got a quote for 4 panels at \$400.00.

Bill Boyle also mentioned there is the grant from Josh Cutler to address stove and he will see if it can be possibly used for both stove and roof.

Diane Cohen would like to see what the options are and speak with Building Inspector. She said for \$400.00 we can just purchase an electric griddle.

Brian Smith said that he can ask gas inspector first regarding the pilot.

Bill Boyle suggested we should get these panels for now so that Hanson Fire Department could use the stoves for the annual breakfast.

Brian Smith said he will talk to gas inspector first.

Media

John Zucco discussed the current Wedding Wire listed. He suggested 30 more current pictures which are more modern and show the facility and also update pricing.

Matt Dyer suggested adding photo authorization to lodge rental applications.

Bill Boyle said he would rather make it opt out option for the renters.

This would need to be followed up with Town Counsel.

John Zucco also wanted to follow up in regards to www.campkiwanee.com and make sure our payment is current.

Policies and Procedures

Bill Boyle notified Recreation Commission that this is still being reviewed by Town Counsel.

Brian Fruzzetti asked why we are still going through town counsel? He stated this has never been done before and there is nothing in the records going back to 1991. He does not understand this.

Bill Boyle notified Brian Fruzzetti that if he would like to have an extensive conversation with Town Administrator Meredith Marini, he could do so.

Matt Dyer also believes that having Town Counsel review the Policies and Procedures is a wise thing since it has never been done.

Brian Fruzzetti stated he has no problem at them looking at this, but 3 months is a long time, it would be nice to get it done.

Brian Smith stated that he would like an update.

Bill Boyle reminded Recreation Commission that the Town of Hanson gets billed each time a call is placed into the Town Counsel and the other departments do take precedent such as Hanson Police and Hanson Fire.

Brian Fruzzetti believes this is more important.

Brian Smith would like a timeline.

Business Plan

Bill Boyle said that he will go through and fine tune the plan before presenting it to the Board of Selectmen.

Brian Fruzzetti stated he thinks there is verbiage that needs to be changed regarding the Recreation Commission and the Recreation Director. Brian Fruzzetti stated the Recreation Commission oversees the Recreation Director.

Serv-Safe Workshop

Juvy Hartweg is not in attendance. Bill Boyle does not think this workshop will be happening. He is going take a Serv-Safe Workshop this week to become certified. The class is located in Braintree.

Diane Cohen mentioned that she and John Zucco would be interested in getting certified as well.

Cove

Cove Docks

Cove dock winterization was shown to just Chris Fennessy, former Facilities Manager. Bill Boyle checked with Hanson Fire Department, but they were not present.

The cost of FWM docks to do the winterization would be \$950.00.

Diane Cohen said she will reach out to Chris Fennessy.

Discussion on leaving docks where they stand, contact Chris Fennessy or hire a 3rd person to take out.

Discussion on winterizing since docks can shift.

Diane Cohen requested Bill Boyle reach out to Pembroke to see why they do not winterize their docks.

He said that he could reach out to Pembroke Town Landing Committee.

Recreation Commission holding off on Cove Dock winterization for now.

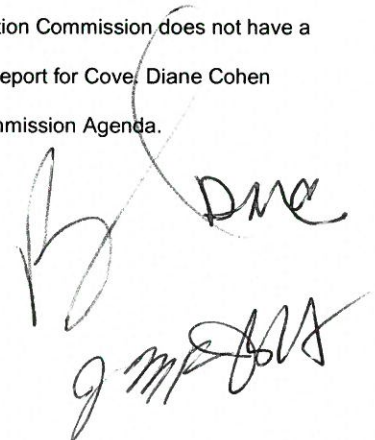
Joan Fruzzetti stated that we never received Cove Update. Diane Cohen texted Emma Mousette.

Emma Mousette stated she sent to Bill Boyle.

Bill Boyle has not received anything from Emma Mousette. Diane Cohen notified her that Recreation Commission does not have a copy as of today's meeting.

Lan Woodward notified Diane Cohen that Matt Dyer was still waiting on the 3 year Comparison Report for Cove. Diane Cohen notified her of this as well.

Cove End of Year Report and 3 Year Comparison Report to be placed back onto Recreation Commission Agenda.



Recap:

Halloween Extravaganza discussion on games, the process for candy/prizes.

Brian Fruzzetti asked what time for arrival. 10:00am.

Brian Fruzzetti would like to ask Caretakers to work the Extravaganza.

Lan Woodward stated that they are Cranberry Cove seasonal employees that were approved to work by the Commonwealth of Massachusetts for the 05.12.19-09.21.19 through Seasonal Determination approval.

Diane Cohen asked about Osso Videographer. Bill Boyle said he would reach out to him. He will use drone to video Town of Hanson Camp Kiwanee which can be used for marketing.

Diane Cohen suggested possibly using a model bride/groom for the video.

Joan Fruzzetti discussed expenditure report and departmental services. She stated septic needs to be changed. She needs an income sheet monthly.

In the future, both reports will be passed out each 2nd meeting of the month.

Brian Fruzzetti would like to add Miscellaneous Correspondence to the Agenda.

Brian Fruzzetti would like to add Expenditure Reports to the Agenda.

Brian Fruzzetti would like to add Financial Reports to the Agenda.

Brian Fruzzetti would like to add the word Administration to the Commission Teams Section

Brian Smith would like to dispose of metal beds in chalet. Kayaks were also discussed.

Lan Woodward stated they would need to be placed on Agenda to be declared Salvage/Surplus.

Matt Dyer would like to add Cove Library Pass to next Agenda. He is not sure this was completed by Beach Director this past Season.

Motion to adjourn by Brian Fruzzetti.

2nd Melissa Scartissi

Vote 6-0.

Meeting adjourned at 7:48 pm.

Next Recreation Commission Meeting Date(s):

11.04.19 at 6:00pm

11.18.19 at 6:00pm

Adjournment

