

**Minutes of Recreation Commission
Meeting Date August 26, 2019**

Open Meeting-Attendance

Call to Order: Meeting held at the Camp Kiwanee Lodge Library. Call to order was at 6:04 pm.

In Attendance: Juvy Hartweg, Diane Cohen, Brian Fruzzetti, Melissa Scartissi, Joan Fruzzetti, Brian Smith, Bill Boyle, and Lan Woodward.

Also in Attendance: Emma Mousette

This meeting is being audio recorded.

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

Minutes 07.29.19 to be approved

Minutes 08.13.19 to be approved

Motion to approve the minutes of 07.29.19 and 08.13.19 by Brian Fruzzetti.

2nd Melissa Scartissi.

Vote 6-0.

Department Head Update(s)

Recreation Director Update

Bill Boyle updated Recreation Commission on the current facility repairs; electrical work has been done by Dan Brown, HVAC should be fixed this upcoming week. Diane Cohen requested they check both sides. Discussion on insulating.

Recreation Commission discussion on obtaining maintenance plans for HVAC, heat, and generating systems. Bill Boyle will check into it. Joan Fruzzetti mentioned library vents.

Concert Series

Bill Boyle updated Recreation Commission on Hayley Sabella Concert Series. Attendance of 55-60 count, both bands sounded great, there was corn hole set up in the library. Both bands would definitely return. WATD was in attendance, there was not a broadcast, but the person here loved it. We received the Cultural Grant for \$425.00 which would have us roughly break even. Discussion on taking time for this event to grow, payment processing, and possible concert date for next meeting.

Recreation Commission discussed a possible Christmas concert. Brian Smith said to speak to John Zucco. Brian Fruzzetti said that John Zucco knows a Sinatra Band and Kristen Merlin, he has a lot of input and is connected to everybody.

Filming

Update on Filming at Town of Hanson Camp Kiwanee. Prep days were last week and some of this week. Usage of Frontier Cabin, Boat House and Cove. There have been positive interactions so far.

Brian Fruzzetti likes the dock. Bill Boyle notified Recreation Commission that the bottom part was a rental, there is a dock built over it, it may be possible to keep the top part.

Social Media

Discussion on sharing of Social Media photos from Recreation Commission. Business office received a call from a past renter regarding posts that have been shared. The renter did not have an issue with the Town of Hanson Camp Kiwanee sharing, but noticed a person that was sharing a lot of the posts onto Town sites and was concerned. Bill Boyle notified Recreation Commission that just need to be careful on who is sharing, if it is a Camp Kiwanee event, it is not an issue at all. There is no wrong doing, just a side of caution.

Joan Fruzzetti said if they didn't want it shared, it shouldn't be posted as public.

Discussion on communication with Town Counsel regarding social media.

Juvy Hartweg mentioned that we should add something for protocol.

New Business

Hanson Cub Scouts Troop 34 requested meeting dates:

09.16.19

10.21.19

11.18.19

01.13.20

04.13.20

05.18.20

06.15.20

Motion to approve above dates for Hanson Cub Scouts Troop 34 meetings by Juvy Hartweg.

2nd Brian Fruzzetti.

Vote 6-0.

Photography Sessions

Juvy Hartweg discussed senior portraits. She was thinking of getting a photographer who does portraits and have Camp Kiwanee make 10%, 20%. Discussion on RFP and sessions.

Old Business

Warrant(s) Weekly Update

Warrants distributed for Recreation Commission review.

Recreation Commission Teams-Cove/Facilities/Media/Policies

Facilities: Brian Smith

Discussion on bed frames, bunk beds, chalet 2. Billy Boyle notified that South End is completed, others will be completed.

Discussion on Republic Services. He said they are useless. Discussion on frequency.

Discussion on roof leak. Carter Roofing sending a quote.

Discussion on stove. Stove could be potentially fix. Diane requested Bill Boyle reach out to John Kemmett regarding stove.

Discussion on trees. Bill Boyle will reach out to the tree warden. He placed trees in the 5 year Capital Plan.

Discussion on pricing out tree by cabin. Brian Fruzzetti said maybe Kenny Mitchell can come down take a look.

Joan Fruzzetti asked about cabin 1. It has been fixed.

Discussion on consistency. Diane Cohen said we need maintenance plans.

Diane Cohen notified Bill Boyle he has a lot of phone calls to make:

Tree People

Town Counsel

Concerts

Generator

HVAC

Heat

Stove

Roof

Photographer

Joan Fruzzetti asked if we had warrants in place. Bill Boyle said we have 2 in place.

Policies and Procedures

Billy Boyle will continue to put this together and possibly have something next meeting.

Business Plan

Juvy Hartweg discussed having sections with main objectives, financials in graph format including marketing analysis, Cove, Facilities, Rentals for Lodge and Cabins.

Board of Selectmen would like to have Business Plan in October. Juvy Hartweg would like to plan time for September, Bill Boyle will email to follow up

Halloween Extravaganza 2019

John Zucco will be able to DJ the event.

Discussion on obtaining volunteers and advertising. Juvy Hartweg said it can go out to Whitman Hanson.

Bill Boyle discussed mock draft. He has the flyer, but he just wanted to confirm it was still a free event. He also attended the last Hanson Business Network meeting.

Discussion on bouncy rental, Bill Boyle will reach out to Country Rentals. Diane Cohen will reach out to Busy Bee.

Discussion on Food Trucks. There was a notice sent out to the associations.

Discussion on Sheriff Department mobile command and reaching out to Hanson Fire and DPW as well.

Touch a Truck will not be having an event this year.

Bill will reach out to Ingle Bus and get 2 buses this year.

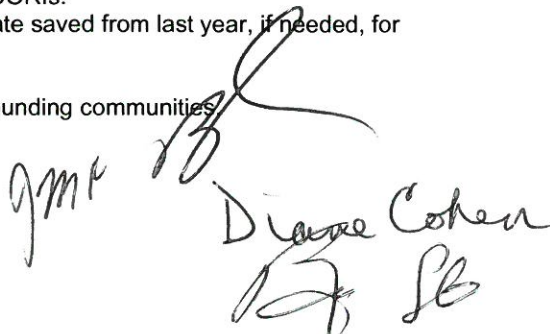
Discussion on reaching out to High School or St. Joseph's for service hours as well as Kiwanis and Rotary volunteers. Bill Boyle plans on checking with Meredith Marini regarding CORIs.

Discussion on bags. Bill Boyle will double check to see if we have template saved from last year, if needed, for Walker Clay.

Discussion on prizes-possibly trophies.

Brian Fruzzetti would like to push volunteering big time and include surrounding communities





Cornhole Tournament

New date of 10.26.19.

Bill Boyle will reach out to Justin at Hanson Rod & Gun Club tomorrow.

Joan Fruzzetti said Corn Hole boards are \$49.97 at Walmart.

Billy Boyle said Unipay is currently working on the link for the event. Cost will be \$40.00 per team. Signups can be individual or both, time 12:30pm-4:30pm. He will ask if the food trucks would like to attend.

Brian Fruzzetti hates pre-registration, he always has.

Juvy Hartweg asked about music. Bill Boyle will find out if they include.

Serv-Safe Workshop

Juvy Hartweg would like to set up a date and will work on specifics, cost will depend on amount of people that sign up, it cannot be more than 12 people. The class is 3-4 hours and there are 2 different types of classes, we would just have the original certification, no re-certs. Lan Woodward to forward available January/February dates.

Joan Fruzzetti asked about Valentines Day; concert, music or dance?

Discussion on adult prom.

Diane Cohen asked about mediums.

Discussion on upcoming events such as comedy night, prom, medium, movie night.

Bill Boyle discussed report that was email by request of Brian Fruzzetti regarding Finance Committee. Brian Fruzzetti would like Recreation Commission to vote on for upcoming Finance Committee meeting.

Bill Boyle notified the Commission that agenda item for Finance Committee was Meeting with Recreation Director.

Diane Cohen would not like to discuss the past. She discussed that all committees should be working together and the past should be left there.

Brian Fruzzetti said he does not feel his report is about the past, it is about why we lost money. He said it can be Plan B.

Brian Smith said we need to stand ground.

Discussion on septic.

Cove

Cove Update

Emma Mousette discussed Cove Update for 2019:

| | |
|---------------------|------|
| Season Passes Sold: | 131 |
| Day Passes Sold: | 2334 |
| Swim Lessons | 42 |
| Boat Rental | 192 |
| Fun Day | 32 |
| Lifeguard Course | 3 |
| WSI Course | 5 |

Discussion on payroll expenses and the closing date of September 2nd, 2019. Emma Mousette notified Recreation Commission that End of Season Report will be complete for next meeting.

Hanson Fire Department conducted an emergency drill at Cove and the cell phone did not work properly. Brian Smith asked Emma Mousette about the copy of Verizon invoice request. He has talked about it several times, but nothing has been forwarded to him as requested. Emma Mousette said she forwarded it to Brian Smith, but she doesn't know what happened.

Diane Cohen asked that Emma Mousette obtain a hard copy of this invoice or handwritten notice for Brian Smith as requested. This way we can start planning and budget accordingly.

Emma Mousette said that she will have a proposal ready for Recreation Commission review which will include 2 different proposals for swim lessons, also included will be rates for review.

Update on current Cranberry Cove boat inventory and storage for end of season.

Diane Cohen said Emma Mousette has done a fantastic job pulling this all together.

She asked what the feedback was regarding lessons? Emma Mousette believes it's mixed, but probably 5 week was favorable. As an instructor, she likes the 2 week program.

Juvy Hartweg asked for recap so that it can be added to the business plan. Emma Mousette notified her that it is all in the comparison report.

Discussion on signs for the Cove.

Cove 3 Year Comparison Report

Emma Mousette is still working on report. She notified the Recreation Commission that it will be completed for next meeting.

Cardinal Cushing Program

Emma Mousette said there was an issue with the invoicing, but it is being resolved. Recreation Commission asked if they would be returning next season, she said it was dependent on kids in the program.

Motion to adjourn by Brian Fruzzetti.

2nd Juvy Hartweg.

Vote 6-0.

Meeting adjourned at 8:05 pm.

Next Recreation Commission Meeting Date(s):

09.09.19 at 6:00pm

09.23.19 at 6:00pm

Adjournment

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JMF
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