

Parks and Recreation Committee  
September 2, 2014  
Center on the Common

In attendance - Wyona Lynch-McWhite, Steve Gordon, Pat Nelson, Steve Victorson. Joe Schmidt not in attendance.

Minutes approved for August 18th.

Clarified the citizen request for all emails.  
Pat asked that we are all issued a town email address.  
Steve G. asked how is our time going to be covered

Electrical box and picnic tables pushed to next week.  
Review of all warrants paid to date - Requested by Steve G.  
Discussed how warrants are paid and reviewed. Steve wants clarification as to what the line items are and  
CPC requests - Joe recommends, Stone Wall project. WW1 monument, paddle board program.  
Discussed Beach Programs and current state of budget.

Beach Operations Update

Discussed moorings, ropes and need for equipment repairs.  
Discussed whether we should spend money on repairs or purchase new equipment.  
Alli will bring to the next meeting a list of what can be repaired and what should be replaced.

Steve G. summarized the pond committee meeting. The pond committee wants to view BHRA with the Summer program separately, instead of one big contract. Wants to look at the big picture.

Pat Ramanot (sp?). - Commented on the loss of revenue from boaters when no one is present. Supports having boat checker Linda Mara on the job longer hours.

Linda suggested that we have a radio on the same frequency as the police and fire department.

Wyona suggested to discuss this request with chief Denmark.

Beach Director's Closing Report - Alexandra Luck

50 Years no major problems  
We are in the black 16,000.  
Payroll 36% less than Summer 2013  
Payroll 38% less than Summer 2012

Reductions came from reducing staff and eliminating overtime.  
Staff Profile  
16 paid staff  
12 Volunteers  
Janice Kennedy - commented on success of program

There is a concern with only 4 new volunteers. Happy with 8 returning.

Wyona encouraged Allie to make sure a blast goes out to all schools advertising the need for volunteers.

Alli - Flyers sent home to all kids in the middle school.

Steve G. suggested capturing in writing the volunteer's job.

Wyona seconded this need

Swim lessons up 11%

Boating lessons 103 - down slightly from last year.

Survey Monkey very positive towards lesson program.

Survey Monkey very positive towards lifeguards being on duty.

Discussed WSA responsibilities.

Discussed staff support and the paying for various certifications - paying for certifications (nice payback for years of volunteering)

Discussed uniforms for volunteers. Should their uniforms say staff or volunteer?

Wyona asked that the volunteer designation versus the staff designation be clarified through the town. Is there a liability issue by calling volunteers as being on the staff?

Survey Monkey - facility upkeep, needs some work. Porta potty the biggest negative.

Survey Monkey - Alli received good marks.

Looking forward:

Keep the number of instructors and lifeguards as currently staffed.

Steve V. asked if an extra guard was put in the water on extremely busy days?

Potential changes for next year - Hire additional 2-4 WSA's, Raise cost of lessons 5-10 dollars., Increase beach stickers by 10.00.

Facilities Improvement - Trailer parking

People do not like coming to the pond because of the new configuration. Not very welcoming, according to Linda.

Linda - Suggested that staff stay on later on very hot days. Lots of people from out of town use the pond after hours.

Resident Statement - Improve the beach sticker checker safety and support. One kid is not enough for unruly customers. Even two kids, need an adult who is clearly in charge.

Steve V. Suggested putting a camera to help watch the sticker checkers.

Steve G. asked for the following:

File for boats that need repair  
Inventory of all beach items

#### Pam Erdos - Tour de Pond Update

1. Signatures of fire department and police completed
2. Bob O'Shea signed the permit
3. General Store will pursue necessary permits, if they are going forward.
4. No entertainment
5. Registration link is now live
6. Will return on the 15th to tie up the loose ends
7. Board had no outstanding questions

BHRA discussed preliminary Fall roster - Caught in the middle of two agreements. New agreement says to give the roster to us. Roster was sent on time to Wyona. 35 kids were signed up. Tomorrow is the recruitment day.

#### Run for the Hills - Jim Lee

Overview - Expecting 180-200 people. Most all money goes into the conservation trust and some goes into the Harvard Park Trust.

Pat asked Jim Lee to discuss the track resurfacing project. Bids required to be in by Sept. 9th. Project must start 20 - 30 days from the date of being awarded. Must be finished by Oct 17th. Soccer fields not available during the project time. Suggested that Jim recontact Pam. Jim emphasized that 3 week window is more than enough time.

#### Field Updates

Pat - dugouts are built and came out great - Austin Franklin will be the single point of contact for scheduling fields and will link up with our website. Steve G. asked if he had a backup. Pat suggested Joe S as he is our webmaster.

Discussed field maintenance - proposal sent to Rich and Austin.

Steve asked why not give them a list to keep the fields appropriately maintained.  
Wyona - Create a macro schedule based on the calendar and then a smaller more detailed list of things that must happen. e.g. In the Spring time.....needs to happen.

Adjourn at 940PM.