

DRAFT MINUTES Harvard Park and Recreation Commission Meeting

Monday June 20, 2016 @ 7:30 PM

Members present: Wyona Lynch-McWhite, Douglas Thornton, Frank Culmone, Steve Victorson
Also present: Harbormaster Bob O'Shea, Beach Director Alexandra Luck

Meeting called to order at 7:38 Steve V. arriving later. 6/6 Meeting Minutes approval will be tabled until they are ready.

Beach updates: Beach staff is now handling sticker sales. Discussed the need to turn off the online purchases. It is only way to pay with credit card but all will need to be picked up at beach after today. Town permit needs to be signed by Wyona and Tim Bragan. B.O.H. permit will be sent to Steve V. Beach staff are all working. First staff started 5/19 and remainder started 6/4. One staff member has missing certification and there were questions about the rates as approved by the personnel committee. Discussed staffing. July 4th activities now switched to July 2nd will impact payroll and overtime. The chair is requesting that we again use a tracking sheet for payroll and expenses. At the request of the Beach Director, motion made to change employee change notice to remove certification categories that no longer exist at Red Cross and are no longer obtainable. Doug/Steve Approved 4-0

Playground equipment is about four weeks out – looking at July 15-17 or 22-24 for community build. No payment to vendor until its delivered. Steve will confirm final date and post to Next Door.

Harbormaster discussed relabeling some of the bouys to make them clearer, The cost of materials is within the budget. All agreed that reflective numbers and letters seemed like best option.

Discussed request from citizen around young swimmers and flotation devices. What governs this and what is town liability? The rules around this are within the beach bylaws that were approved by BOS. The suggested law is in relation to summer camp.

Field updates: There are some outstanding bills for the track clinic that need to be paid. Went over commission action plan items from open space/recreation report. Doug and Frank will continue to support this and attend meetings.

Budget updates: All bills will need to be in to town hall before the cut off period for the end of the fiscal year. Frank will connect with Steve Gordon to get training on Sage refunds.

New Business: Last meeting in Bromfield – need new location for summer meetings.
Adjourned at 9:00