

RECREATION COMMISSION MEETING MINUTES

MEETING MINUTES: January 24, 2013
MEMBERS PRESENT: Tim Allaire, John Sangermano, Eric Bachtell and Mike Busch
Meeting minutes taken by: Laura Greenough
Public: Ellen Oliver (SI)

Meeting started at 7:09PM

Minutes

Reviewed past minutes
John Sangermano made motion to approve meeting minutes for December 20th, Tim Allaire seconded, and board voted 4-0 in favor of the motion.

Maintenance Proposal

- Laura prepared and posted two IFB. The first IFB is for Lawn Care and the second IFB is for Mowing and Trimming of all Recreation Fields.
- Patty Bolton has volunteered to over see the Turf Management Plan for 2013.
- Each field should have it's own maintenance plan.
- Soil testing should be done on each field.
- We should have an irrigation schedule for the season.

SCP Ice Rink

- Tim gave the board an update on the rink.
- On Sunday 30 from 12-2pm the Hale Middle School will be holding a fundraiser at the rink.
- SMS will run a Learn to Skate program on Feb 2 from 12-2pm
- SMS will be using the rink on two-week nights from 6-8pm and on Saturday s from 8-10am.

Trash Removal at SCP

- Laura will get pricing options on a dumpster at SCP or weekly trash pick up.
- Laura will have these options for next meeting.

Summer Drop In Program at SCP

- Laura will submit a grant request to the Alice Eaton Fund.
- The Grant request will be for staffing, Equipment and storage bin for the Drop In program.

Maintenance Person Job Description

- Laura handed out a copy of the current job description.
- We should strike "purpose of evaluation" from the Job Description.
- Have Bill Wrigley review the Job Description to see if it looks good and if anything needs to be added.
- We should review Recreation Director's Job Description and update it.
- Laura will send current Rec. Director Job Description out to the board.
- Laura will also send out staff evaluation forms as well as the Recreation Commissions current Mission Statement.

Financial Update

- Laura passed out an Income/Expense report for all Recreation Programs.
- Tim would like a financial report monthly. He will help Laura to create the report format.

Other Business

- Summer concert series at SCP. Laura book 2 or 3 concerts over the summer at SCP. Laura will contact Bose to see if they would like to sponsor these events.
- Possible run a fall or winter festival next year.
- John will present a budget request for Flowers to the board at our next meeting.
- Next meeting Laura will talk about Camp Stow.
- Schedule next meeting sometime in late February.

MEETING ADJOURNED – John Sangermano made a motion to adjourn at 9:45pm, Tim Allaire seconded the motion and board voted 4-0 in favor of adjourning.