

## **REC COM MEETING MINUTES FROM 12/14/11**

Attendees: Paul, Rich, Tim, Mary, Blythe, Brad Didio

Meeting started at 8:04 pm in Ramsey Building

\*Rich made a motion to accept minutes from November meeting. Seconded by Tim, approved unanimously.

\*Web site discussion – Tim has tried a couple of times to get in touch with company that Blythe used in CT but has not heard back. He is going to get full details from League Athletics, who we use for town baseball, and we are hoping to go “live” in January so we can do some test trials and get all bugs worked out before spring.

\*Email distribution discussion – Rich requested that all correspondence that is just between Rec Com members and Mary be kept to that group on email, so that no one mistakenly copies a third party on any pertinent details before we vote on taking any action.

\*Upton Mens Club – Brad Didio attended the meeting as President of the UMC to discuss any funding we may be looking for to help with projects. Brad outlined their process on selecting group requests from town who solicit financial support from Men’s Club. We told Brad of a couple current ideas being circulated, including security cameras at Memorial, Ramsey Building security, and potential Pavilion construction and he told us what we would need to do before he could present to their Board of Directors.

\*Audit Update – Mary and Rich met with the Auditor on Tuesday, 12/13, and spent about 3.5 hours reviewing the entire Rec Com program. All found the time to be very worthwhile and, in general, the auditor was pleased with all of the new SOP that have implemented by Rich/Mary. He is going to take a couple of weeks before coming back to us with a written report with his recommendations.

\*Paul needs to investigate a time clock/security device that will operate off thumb print and can be used for Kids@Play employees and parents/guardians dropping off and picking up kids. All agreed we need to have this in place before next year’s program begins.

\*Leland Field Update – final walkthrough took place on 11/30 with Huntress, Bill Drake, John Johnson, Paul, Rich and Blythe. There were several areas that need to be addressed, none considered to be too major, and all parties agreed that Bowditch would come back in the spring and correct. As such, retained final payment will remain with town until final sign-off.

\*Wet Field Policy – we reviewed this past fall with Blythe and she has agreed to discuss the situation with Parks Dept. Hopefully in Jan/Feb, we will meet as a group and come up with a revised policy that will make sense for all parties involved.

\*Blythe presented and reviewed all the field maintenance cost structure for Upton. She worked closely with Parks Dept to prepare an itemized spreadsheet showing current costs as well as additional cost

involved when Leland Field is on line. All agree there is a shortfall of roughly \$10k that we need to try and “find”, hopefully by presenting budget request to Fin Com in January, showing them the supporting details. Rec Com is also going to propose a new way of handling the money in/out with Parks Dept and Blythe will work with us on that process. Rec Com assured Blythe that the Parks Dept has our full support on any request that is made to town for additional funding required to operate fields.

\*Ski Trip – Mary is going to put that on the back burner for now as there is too much going on and will take a lot of effort to coordinate. All agreed we would still like to investigate for the future.

\*Winter programs are in full swing including Zumba (now only one night), Boot Camp, Theater, Adult Hoop, Volleyball, and Nutrition Class, which starts in January. Mary has put advertisements in Town Crier and is monitoring each of the programs on a weekly basis.

\*Winter Carnival – VFW and Bloomer Girls still want to put something together for February and we will stay in touch to see if/how what level of involvement we take on.

\*Boy Scouts requested Ramsey Building for weekend on Feb 20-22, unanimously approved by Rec Com.

\*Field Usage – delayed until January meeting, but need to make adjustments to current fee structure by the end of that month.

\*Mike Bradley submitted request for financial support for Rec Nights at BVT in January and we agreed to continue supporting as we have done for last several years. Rich will research what we did last year and Paul will communicate to Mike with final amount .

\*Next meeting scheduled for Memorial School conference room on January 5<sup>th</sup> at 7:00 pm.

Meeting adjourned at 9:48 pm

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**Next Meeting scheduled for December 15<sup>th</sup> @ 7:00 pm in the Ramsey Building**