

REC COM MEETING MINUTES FROM 1/11/12

Attendees: Paul, Rich, Tim, Mary, Blythe

Meeting started at 7:06 pm in Ramsey Building

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

*Audit report – Rich presented the preliminary audit report from town auditor. We reviewed as a group and suggested a couple of minor changes in wording and Rich will communicate with Tony. Report will ultimately be submitted to town and will detail several recommendations for how Rec Com handles their numerous programs, with regard to handling registrations, cash, pay records, etc.

*South Street Property – Blythe presented an overview of the land on South Street the town is negotiating to purchase for recreation fields. A purchase price has been agreed on and Blythe will be presenting to BOS and, ultimately, the project will go to Town Meeting for support on spending CPA funding to purchase the land. All discussed the URGENCY of getting field sub-committee back together and we specifically need to get someone with skill/time to do grant writing as there are a number of grants available. More details forthcoming after meeting with BOS.

*Web Site - Tim has narrowed down the choices to Sports Site and League Athletics and he will be wrapping up his analysis over next couple of weeks. Leaning towards League Athletics based on features/cost and familiarity due to baseball usage.

*Budget Review – Rich presented his overview of how Rec Com would ideally like to see in the future. We would propose an expansion of the Parks revolving account to cover all expenses with beach program. We would ultimately need to present to Fin Comm and Rich is going to reach out to Steve Bern and review options with him.

*Time Clock – Paul working on a couple of options, including preferred biometric clock that will use finger/thumb print for identification. Ideally want a system that could also be used for the kids to check in when they arrive at Kids@Play each morning, as well as tracking employee time for payroll reporting.

*Safe for Ramsey – Mary is going to discuss the existing safe that is in office @ Ramsey building with Gary Harper. If there is room for us to use that, we will pursue otherwise we will investigate buying our own.

* Field Usage fees - after reviewing several surrounding towns and how they charge for recreation facilities, we decided to amend accordingly: Fields – Youth (\$250), Adult (\$500), For Profit (\$700/day). Mary is going to update the listing and include half-day options and she will bring to next meeting. We are also going to review the beach /swim rates with Kelly McElreath before setting new rates for 2012.

* Annual Report – Rich presented the 2011 Rec Com Annual Report that will be submitted to town and presented as public record. Paul made motion to approve, seconded by Tim, approved unanimously.

*Pavilion – Kiwanis is working on cost estimates for all of the building materials required based on plans drawn up by Frank Aniello.

*Hiring Policy – Rich presented first draft of new regulations for all Rec Com employees. Group will review and finalize at the February meeting. Hiring deadlines for upcoming Kids@Play: Counselors - 3/30 for applications, 3/25-4/7 for interviews, offers extended by 4/15. Directors – applications due by 3/1 and offers extended by 3/15 and must be accepted by 3/25.

*Meeting adjourned at 10:12 pm

Next Meeting scheduled for February 7th @ 7:00 pm at Memorial School room #117