

Parks and Recreation
Town Hall
October 16th, 2017

Present: Steve Victorson, Doug Thornton, Frank Culmone, Joe Reynolds, Wyona arrived at 750 PM.

Field Updates

Christmas Tree Sales - Darron will come to the next meeting. For background, for the new board members we discussed the location next to the general store and the past damage (3 years ago) to the newly seeded grass. Should we seed again, will do so in the Spring. Doug motioned to let the baseball booster club sell XMAS trees next to the general store. Frank seconded. Passed 4-0.

Ski Club - Registration will open next week. Steve will take a picture of the sign for possible t-shirt design. Maureen Babcock will run the ski club this year. Will use buses rented through the town.

Soccer games under the lights was a big success. Doug was appreciative of all the positive comments written in the Press.

Voted to approve minutes change to Christmas tree box - Frank motioned. Joe seconded passed 4-0

Review of Park and Rec IT services - Presented by Joe.

We should have email addresses through the park and rec website. Joe said this is possible through the server and will put this together. Will talk to league athletics about getting this setup and running.

We need to have a conversation about co-mingling through personal devices. Steve asked whether or not the town should supply computers to each town board member who is in charge of taking minutes.

Proposes to make the website as smooth as possible and easier to use. Board made comments on site. Can we take down past events?

Budget Updates - Frank

Beach budget has 13,052.65 remaining
Commons - 21,953.90
Revolving - - 25,314.22

Allie should write a position analysis for the town. Not an analysis about her, but for the job. This will go to a consulting firm to ensure proper pay, etc. Frank recommends that Allie fill out the form.

Frank had a bill that needs to go to the cemetery commission. It was misplaced in our box. Met with Stu to discuss some of the issues and concerns. Can we find a town hall employee to dedicate 5 hours per week for some admin work? Discussed website and integrating our website with the town to take in money.

Wyona - We should be able to get the accounting buckets right on our end and then present our receipts to the town.

Steve asked whether or not the website was accurate enough to keep accurate accounting records? Wyona said it was roughly 90% accurate for all money coming in through the site.

Discussed hiring consultant to set up an accounting system.

Wyona - what are our metrics and how do we determine our overall usage and requests?

Joe - How do these metrics change versus population changes?

Joe - How do we capture data at the beach?

Wyona - We get verbal requests. This has to be added to the system. Let's agree on metrics that we want and then create a system. For example, how many cars are coming to the beach lot, etc.

Joe - To Frank, figure out what you want to do and to capture.

Wyona - What are we spending? Can those be reported and added to the minutes each month? Can this raw data be captured each month.

Doug - we should be able to get the values that go into the sage system and compare to the muni's every month. Let's not recreate everything, let's maximize what we have and then look to further develop our systems to capture data.

Frank - The town amazon account is frozen. We have one bill, but that is not the problem causing the town to have an issue.

Doug - The commission needs either a report from Allie or a summary from Frank.

Wyona - Shouldn't the town be paying some of these bills and then sending us a statement.

Beach Updates

Steve - We have room for more kayak racks. Can't we add more?

Wyona - There is a limit to how many racks are approved. Not sure that we can get more than 2 more. Will ask Bob what is the limit.

Memorial benches - Agrees with Joe's suggestion that we need a bench policy. Can we put benches around town in various locations.

Wyona - Should we discuss memorial benches with the memorial committee? What about having two types of memorial benches, granite and regular park benches with backs and an small plaque.

Boat - the safety boat needs to be put away.

Linda Mara - Did she get her final paycheck?

Life vests - Vests were used and returned and a 25.00 fee was collected.

Allie's year end report - we did not receive a report this year.

Event requests and new business

Wyona - In talking to Stu, a discussion came up regarding connecting our trails to Devens. Is this something that is of interest and Wyona said that yes, based on previous discussions we are in favor of things that improves recreation.

Doug - There is a train track in the way. Would be interested in hearing more.

Special Town meeting November 6th. We will meet next on November 20th, which is a long break. Can we meet on a different day that week? Wyona will look for room space available on November 7th. Joe not free on that night.

Meeting adjourned 935.