

MINUTES

Recreation Commission Meeting 10/20/16

Call to order: Meeting called to order at 7:06 PM in the Champagne Meeting Room at 50 Carby Street. Note that the meeting record shall reflect that the Associate member Sheila Moylan is attending remotely via speakerphone for October 20, 2016 under 940 CMR29.00.

Recreation Commission Attendees: Paul Aries, Mitch Katzman, Joyce Cannon, Bob Phillips, Ann Delaney and Sheila Moylan by phone.

Recreation Attendees: Nicole Banks, Jan Parr

Consent Agenda:

- a. Approval of Minutes – Sept 26, 2016. Motion to accept the Consent agenda made by Joyce Cannon, seconded by Bob Phillips; passed unanimously.
- b. Distributed Monthly Report for September
- c. 2016-2017 Recreation Commission contact list with term updates

Commission Member reports: None

Public Comment: None.

Report of the Director:

Westwood Day – Event de-brief & budget review. Discussion was tabled until the November meeting.

NRPA Conference – Nicole Banks reported on the National Parks and Recreation Conference, held in St. Louis, MO in early October, a great experience and very rewarding to join over 7,000 Parks and Recreation professionals for professional development, networking, industry standards and vendor hall and most importantly a recharge of positive commitment to the job.

Fields & Facilities

- a. **June Street Playground** – The plan is to re-open the area this month as open space only, no play equipment. Sheila Moylan and Nicole Leyden are planning a fundraising push for the winter and spring. The plan is to purchase and have installed new equipment next summer. Site work will be done by DPW but play structures will be installed by the manufacturer or contractor. If the project exceeds \$30,000, it must go through the RFP process. If a single major donor, then park signage will be exclusive, otherwise multiple donors will be listed on a plaque.
- b. **Court Resurfacing/replacement** – Nicole would like to schedule a public information session for mid-November, looking at Nov 17 at 7:00 pm. This would include a presentation of the options regarding existing courts and proposed expanded use. There are currently 8 public tennis courts in town which meets the national per capita standards. Court use is limited to daylight hours as there is no lighting currently. Nicole will circulate via email maps prepared by our GIS department which show the design layouts for Morrison Park options. The proposals regarding courts include; removing the DPW shed at

Morrison to build new court, but the space doesn't allow for court without impacting the basketball court, re-surface the 2 courts at Downey, construct new courts at Sheehan, and add lighting to the WHS courts.

- c. **Westwood Youth Soccer** – In September meeting, a question regarding Multipurpose and Flahive field use and lighting was raised. This was communicated to Chuck Sheehan of WYS and he provided details on the scheduling of the fields. This is part of a larger discussion regarding field use and scheduling. Bob Phillips expressed concern regarding under-utilization of the fields and the increase in non-resident use of the fields.

Staffing - Nicole reports that there are 26 applicants to date for the Business Manager position, with 3 very well-qualified. Applications accepted through October 31. Discussion focused on the interview and hiring process, looking to have representatives from Finance, Human Resources and Recreation Commission on the interview team. Paul Aries indicated he would like to be involved in all of the in-person interviews. Bob Phillips also expressed interest in being involved.

Next Meeting: November 17 at 6:00 pm. Location is to be determined.

Motion to Adjourn: Made by Ann Delaney, seconded by Bob Phillips. Unanimously approved.

Respectfully submitted,

Jan Parr