

# DRAFT Minutes from Parks & Recreation Committee

## May 1, 2018, 5:30 pm, Recreation Center – Multi-Purpose Room

Present: Mark Wilch, Megan Mayo, Dustin Hunt, Bill Ford, Greg Boglioli, Tricia Allen, Zoe Kaslow, Brian Hald, Bill Kernan

Absent: Megan Curran, Farhad Khan, Carl Robinson

Guests: None

Meeting called to order at 5:33 PM

✓ Motion to approve agenda

Greg Boglioli moves – Bill Ford Seconds

Motion to approve minutes from April 3<sup>rd</sup>, 2018

- Zoe Kaslow would like to change 'VCS' to 'VCF'
- Tricia Allen would like to eliminate 'accusations'

Mark Wilch moves – Zoe Kaslow Seconds

No Public Comments

### Current Management Status Report

- Bill Kernan gave a staffing update – No changes at this time, Parks and Recreation is rolling along
- Dustin Hunt informed us on the Budget Snapshot. We are ahead of last year's registration pace (summer registration has opened and we are \$21,000 ahead of schedule). Also included that expenditures are down from last year and are at 78.9%. All-in-all, we are in a better position than last year and we are watching expenditures closer.

### Current Project Status Report

- Dustin Hunt provided us with an update on the Harold Curtiss basketball court resurfacing. Bids acceptance will be at the end of the month (May). Completion of project is projected for mid-October (commitment from Prudential to match costs for project). The court will be total removal and total replacement with new material (paved with perimeter around court).
- Dustin Hunt also provided an update on the Town Pool. Walls and floors all repainted. We will be taking away the floor mats and will try to find a new utilization for the mats. The gutters around the pool will be caulked to prevent water loss. And we are still on track for June 1<sup>st</sup> opening (June 18<sup>th</sup> open to public).
- Dustin provided information that the Middlebury Muffin Tops would like to donate \$3500 for new diving blocks, which will cut the cost in half. The committee approved of this and asked staff to proceed with the purchase.
- Zoe Kaslow has provided an update on the Teen Center's Mud Room Project. There will be finalized drawings on mud room by next week and ACT has presented the project to the Infrastructure Committee. The project is moving along smoothly.

### Program Update:

- Dustin Hunt provided summer updates which includes the hiring of Tamara Aunchman as Camp Kookamunga Director. Tamara will be able to start planning and helping the Parks and Rec. Department with Camp Kookamunga field trips and with the RecTrac 3.1 update by the second week of May.
- Summer Activity Guide was released early this year (April 26<sup>th</sup>) opposed to May 12<sup>th</sup> last year. We would like to make the release early every year to help parents with their summer planning. Dustin also presented the idea of

combining spring and summer programs to boost revenues and create early incentives. Bill presented the idea of having a separate Summer Camp activity guide to be released mid-spring.

- Summer food program has no update – meeting taking place next week
- RecTrac 3.1 update checklist, once completed, move onto demonstrations
- Dustin Hunt went over cash handling procedures and that we simplified the process. We are also starting to obtain analytics for each program offered by P&R.
- Memorial Sports Center is the destination for Camp Kookamunga, looking to reuse the turf left over from the college (pull down mid-June).
- Bill Ford stated that the turf is optimistic, only setback is looking to remove the composite left over from the removal and adding a Velcro to be able to connect the mats together.

#### **Subcommittee Reports:**

- Dustin Hunt issued the need for counselor training packets – paperwork needs to be handed in beforehand
- Dustin Hunt also stated that we are excited for our new cleaning contractor, Kelly Trayah, to start May 1<sup>st</sup>.
- The board touched base on the Donna LaRose letter – Committee agrees it is good to go
  - Megan Mayo motions – Mark Wilch seconds on sending the letter as is

#### **Roundtable Discussion:**

- Bill Kernan updated us on the committee structure
  - Zoe Kaslow has been put on as ex-officio
  - Tricia Allen will be moved to ex-officio
- Committee structure will go to select board on May 22<sup>nd</sup> for approval; once approved, Bill Kernan and Dustin Hunt will draft a letter.
- Zoe Kaslow wants to note that ACT stands for Addison Central Teens, not Addison County Teens
- Tricia Allen has announced she will no longer be able to attend Tuesday meetings, poll will be conducted to determine the new week day for board meetings.
- Mark Wilch announced that the tree committee has planted 7 trees over at the Dog Park
- Next staffing committee meeting will take place on June 13<sup>th</sup>
- Next Board meeting will be July 18<sup>th</sup>

**Meeting adjourned at 6:29 PM – Megan Mayo calls – Bill Kernan Seconds**