

CHESTERFIELD PARKS & REC COMMISSION

MINUTES OF AUGUST 15, 2011

The meeting was called to order at 6:08 p.m. Present were John Zannotti, Traci Fairbanks, Melissa Metivier, Margaret Winn, Bob Brockman (6:26), and Debbie Bokum.

Minutes

The minutes of the July 18, 2011 meeting were approved as written.

Communications

John reported on a confidential personnel issued with an employee at the beach. The employee has been terminated following a conference with the Selectmen.

Programs

The findings on the labor laws agenda item was tabled in that neither John McKeon nor Bob Brockman was present.

Melissa reported that there were no additional results regarding the dead fish issue since the last Parks & Rec Commission meeting.

Summer Program

There are 81 participants in the Summer Program – an additional 13 new children since our last meeting. There is at least one child each day in the before and after care program. Melissa had one parent request in writing that her 11 ½ year old watch a younger sibling after the program ended. It was agreed that this went against the rules of the beach – anyone under 12 must have adult supervision. Melissa will address this with the parent.

Facilities

The picnic area has been limed and reseeded and is growing in thicker. It will cost between \$300 and \$500 to fix the landscaping with ties to stop the sand from creeping down.

Melissa continues to work on the upkeep of the materials near the brook. There is a snow plow, cord wood, sander, and Jet Ski trailer in that area. Melissa suggested putting up stockade fencing to cover it up. John asked that she just make it look presentable. The item was tabled to another meeting so that the other members of the commission could look at the area in question.

Discussion took place on getting a spare set of keys for the buildings, except for Melissa's house. It was decided that Bob Brockman would get a set for emergency purposes.

The metal door for the concession stand needs to be replaced. Melissa would prefer one with a window and will check around for prices.

North Shore beach has a new hot water heater at a cost of \$636. The one at Wares Grove was \$645. The shed at the North Shore beach also needs about \$50 in maintenance work.

WGRFEP

There were 50 individuals who participated in the triathlon, which has raised \$450 so far. Hank will be sending out an appeal for additional donations. Pictures have been posted on the triathlon website. The commission requested a summary of the income and expenses. Melissa will ask Hank to come in and give us a summary at a future meeting.

People have begun signing up for soccer. John Melvin will be running it with assistance from Melissa, who is helping out as a volunteer. There is also a backup person. Margaret suggested getting an article in the local newspapers announcing when signups will take place.

Budget

Margaret explained the process of how funds were deposited. Melissa collects the money and deposits it under appropriate accounts. Margaret receives receipts from Melissa as well as a duplicate deposit slip directly from the bank.

Line items from the budget were reviewed as well as expenses to date. There is money available for the three items requested from Melissa – new door for concession stand, \$300-\$500 to fix the sand area, and maintenance to the North Shore shed.

The end-of-year staff cookout will be combined with a pizza party this Thursday. Many of the staff members have already left. It was suggested that next year there be a recognition party either at the beginning of the season to welcome people back or during the middle of the season so that all staff members would be present.

John has asked Leon at the recycling center to document specific circumstances regarding the residents only beach passes for discussion.

John also indicated he would take last year's budget and make some adjustments for a starting point for next year's budget.

Margaret stated that she had one person complain to her that she ordered 5 hot dogs one day and they were all cold. The person did not bring them back to the concession stand to get new ones.

Melissa mentioned that at this time in 2009, we had \$62,000 in income; in 2010 we had \$81,000; and in 2011 we have \$72,000. Last summer was an exceptional year due to the hot weather we had for most of the summer.

The next meeting will be held on September 19 at the Town Office building.

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Debbie Bokum Secretary

Chesterfield Parks & Rec Commission