

CHESTERFIELD PARKS & REC COMMISSION

JULY 16, 2012

The meeting was called to order at 6:03 p.m. Present were Ruth VanHouten, John Zannotti, Melissa Metivier, Jim Larkin, Margaret Winn, and Debbie Bokum.

The minutes of June 11, 2012 were approved on a motion by Ruth and a second by Debbie with the addition of the breakdown of employees as reported by Margaret.

Gordon Rudolph stopped by to address the defibrillator, which will be put on as a future agenda item.

Chesterfield School Principal Sharon D'Eon was present to discuss keeping communications open between the school and parks & recs and working together to run effective programs. Jim spoke about the basketball program and how it's grown over the years into a huge success. Discussion took place on the need for volunteers and people sticking with it. Everyone wants good programs that are run well and good for the community. It was suggested that a simple questionnaire be put together and sent out to see what the interest in programs is at this time. John mentioned that putting the winterization of the rec building is in our five year plan.

Communications

It was reported that it is okay for one person to receive different wages for performing different functions.

The triathlon expenses will continue to be paid as they have been.

The Selectmen had said there was a computer available for Melissa's use; however, it turned out to be only the tower and no monitor, programs, or keyboard.

Programs

The beach has been very busy. To date the total income is \$80,209.50. A breakdown was handed out showing the ticket sales, summer program income, and concession sales. We have competent staff running the ticket window and the concessions. Everything is going extremely well. Melissa also reported that the raft has been stabilized and more people are using it. Ford Panel made a donation of materials to fix it. The grass has been fertilized but not yet loamed as it hasn't rained recently. At the North Shore beach, several tickets have been given to out of town users even though there is a sign that states for residents only.

Summer Program

Numbers are lower this year. There were 72 people who attended the first movie night.

Facilities

Melissa spoke with Bart right after the last meeting about fixing the driveway. It was taken care of right away, knowing there was \$1,000 budgeted for this project.

WGRFEP

The Spofford Triathlon is all set to go. To date \$1,615 has been received as income.

Budget

Staffing is good – more wages for Ware’s Grove to cover the raft and rock as more people are in the water. There are about seven people on average – cut back one staff person on the summer program with the lower attendance. Melissa is watching what is needed for her staff and watching the budget.

Melissa picked up some shelf racks for inside the building for staff to store their belongings. It has made the area much neater and more organized. There is also new shelf space to store food for the concessions.

The receipt reporting is going well and everything is balancing out correctly.

The delivery charge for Capital Candy was discussed.

Other

The review of Standard Work Instruction for “Concession” was postponed. Melissa will do this and copy to the commission.

The soccer program has income of \$700 to date for the fall.

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Debbie Bokum