

Parks and Recreation Committee  
Hildreth House  
July 6th, 2015

Call to order 7:40 PM

Attendance: Wyona Lynch-McWhite, Steve Gordon, Doug Thornton, Steve Victorson  
Also attending: Bob O'Shea, Alexandra Luck, Marie Slobavaro

Beach Operations/Dock Replacement - Bob O'Shea gave an update on the new dock. He then discussed the replacement of the rotten wood that is sitting on top of the cement foundation. He gave this presentation to the board and to a potential Boy Scout for a project. Peter and Lucca Basile. Peter and Lucca will discuss whether or not assisting on this project will qualify for Eagle or Bromfield Senior project

Beach Staffing

Wyona - How are things going?

Wyona also asked for the beach house phone number to contact about swimming lessons 978-456-3953.

Second week of lessons. 160 Swimming students, including Bridges. Almost all have paid, a handful still need to pay. Checks are still coming in for lessons.

There are 8 instructors and 8 WSA aids getting paid who are also lifeguards.

Steve G. asked about session one and 548.00 still outstanding.

Allie deposited a stack of checks, that may include this money.

Wyona suggested that maybe a volunteer could take care of this accounting at the beach.

Marie S. asked about the process of signups and payments.

Marie suggested that we write up a procedural list for the swim lesson registration to cover the gaps.

Steve G. said that a process will be put in place by the next meeting to make all of this go easier.

Steve V. Asked about forms.

Steve G. clarified with Allie the origins of the money deposited for swim lessons.

Wyona had questions on the Beach sticker forms.

Marie wanted to clarify with the board and how we are going to solve the process problem and that Steve was going to write up a process for taking money at the beach.

Bob O'Shea asked where the processes from previous boards and current boards

Steve V. asked for clarification on how checks are deposited.

Discussed how registration is done and whether or not a member of the beach staff could take on some of the computer updating.

Allie - People are still upset about the ice cream purchase.

Wyona - reminded Allie that we need to go through the board of health.

Doug - Can we get the outside vendor in for a week until we get it worked out.

Wyona - The outside vendor has not followed through with the board of health.

Aille will make up punch cards prior to sales.

Steve and Doug will fix the broken rack July 7th at 3PM.

Allie and Wyona clarified sticker beach sticker sales.

Steve V. - Allie is working extra time to get the newer staff up to speed. There was a big turn over in staff this year.

Allie needs a computer for the beach.

Allie - Discussed registration. Is there a way to force people to pay online.

Steve V. asked that a computer is purchased.

Steve G. asked about computer policy by the town.

Tim Bragen will send a followup email to Steve V. regarding any available computers owned by the town.

Doug - Field update. Baseball did not like the concept of field fees based on the money they put into field for upgrades.

Discussed the fee structure of Harvard teams paying for field maintenance versus paying for capital upgrades.

Wyona asked that Baseball come before us to discuss this issue.

Steve G. asked that we take care of this over the next month.

Doug will ask baseball to come in and talk to the board at the next meeting, July 20th.

Wyona discussed porta poties as the track, should the vandalized porta pottie be replaced? We decided not to replace until the Fall.

Steve G. asked about a shade structure at the track that was paid for to a company who went out of business. He is back and business and wants to make good on the deal.

Wyona - Updated from an email.

Trail project near the track is in process.

Equipment shed at the track is progressing.

Run for the Hills, Doug will put on the calendar.

Jim Lee mentioned that playground structure, at the track may be missing some wood chips.

Doug questioned whether or not the group redoing the house at the track is going to come back and discuss the project.

## **Harvard Lions Club**

Asking for permission to sell food on October 3rd, 5-10PM between the store and the church, that would include alcohol. An October Fest Theme. A temporary fence would be put in place and tickets purchased. Insurance question. Alcohol can be consumed on public property for charitable purchases. The General Store will have insurance coverage and name the town and the Lions as second insured. All money made would be given to charity. Lions will re-sod the grass after the event. Chief of police approved the event.

Pre-selling tickets at the fall festival.

Wyona - Asked about the number of officers and to make sure this was covered?

Bob O'Shea questioned about the re-sodding of the land and whether we would pay for the materials and the Lion's would perform the work

Wyona - The re-sodding is a separate issue.

Steve G. Put the motion out to approve.

Steve V. seconded the motion.

The board voted 4-0 to approve.

The insurance questions were all answered.

Steve G. - Budget updates

Wyona - Sticker updating into the system is taking a lot of work. We need to come up with another process that is not as cumbersome.

Wyona - CPC will be rolled into the next meeting.

Steve G. Asked about the bidding process for the wall.

Will push the approval of minutes to the next meeting.

After roll call the commission entered executive session which ended at 1040PM.