

Grafton Recreation Commission

APR 6 11 21 AM '10

Meeting Minutes
March 1, 2010

CALL TO ORDER - The meeting was called to order at 7:06 p.m. by Chairman Bob Fitzpatrick. Members present were Kristen Belanger, Stephen Crowley, and Gina DaLan. Member Heather Cargill was absent. Betty Wright, Recreation Coordinator, was also present.

APPROVAL OF MINUTES - The minutes of the February 1, 2010 meeting were approved. Motion by Kristen Belanger, seconded by Stephen Crowley. Motion carried 4-0.

BILL REVIEW - The bills paid since the February 1, 2010 meeting were reviewed. There was concern regarding the payments for the pee wee basketball program and the account being in the red. The Commissioners would like Barry Coonan to attend the April 5, 2010 meeting to address these issues.

CORRESPONDENCE REVIEW - The correspondence was reviewed.

FEES FOR USE OF FIELDS - This item was tabled to the next meeting (April 5, 2010).

JOINT MEETING WITH SCHOOL COMMITTEE - This item was tabled to the next meeting (April 5, 2010).

START SMART GOLF

Grafton Recreation successfully ran this program last year. The person who teaches the start smart golf, Scott Rynning, would like to raise the cost to \$95 per person, which includes a t-shirt. After adding the \$10 recreation fee, the cost would rise to \$105 per person. Betty has calculated that Scott would be earning \$95 per hour, which she believes is too high.

After discussion, the Commissioners have asked Betty to reply that either the cost stay at \$95 per person and run under Recreation, or he can run the program on his own, provide his own insurance, and be charged \$600 for use of the field. The Commissioners also asked that Scott be invited to attend the April 5, 2010 meeting to discuss this matter.

BUDGET

Bob Foley, Finance Committee member, was present to discuss the Recreation budget. The budget has been reduced by the Town Administrator, and Mr. Foley wanted to know how the Commissioners felt about the reductions.

The major concern was the removal of the line item for weekly water testing at Silver Lake Beach during the summer at a cost of \$1,500. In past years, this testing was paid for by the

Board of Health. The Board of Health informed Betty they would no longer pay for the testing.

FARMERS MARKET, 7:30 p.m.

Mike Urban was present to discuss the Farmers Market.

- Last year was a huge success. Vendors completed surveys which showed in total the vendors made \$60,000.
- All the vendors are returning.
- About 300 people per day attended the Farmers Market, the weather was amazing.
- The only complaint was that some prices were too high; however, the Farmers Market doesn't manage the prices.
- The annual fee is \$240 per vendor with an additional \$100 fee to the Board of Health if necessary.

Bob mentioned the only "blip" he heard was regarding trash, that the vendors were not picking up after themselves. Mike mentioned that things at the beginning may have been unorganized, but were smoothed out.

- For this year, new vendors are being added; a new baker, a farmer who will be bringing meat, cheese, and yogurt (pending approval from the Board of Health), and a coffee vendor.
- Weekly events are being planned. The first event on June 24 will be a strawberry festival. There will be no event the week of July 4. Other events include 2 family days, a history day, "art in the park." Other ideas are being worked on for the other weeks.
- Mike is planning on selling t-shirts. Someone has designed a Farmers Market logo, which will be used on the shirts. All profits will benefit the Grafton Recreation Commission.

The only problem is setting up and breaking down the Farmers Market. Mike has been storing all the tents and tables in his garage, bringing them to the Common to set up, and taking them back at 7 p.m. He doesn't mind the set-up, but returning at 7 p.m. to take the equipment back is not easy. He had the following suggestions:

- Have the vendors pick up and return their own equipment. Picking up the equipment would not be a problem; however, returning the equipment after

7 p.m. might be a problem as someone would have to be at the Municipal Center to receive the equipment.

- Use either the highway barn, the old fire station, or the new fire station as a storage facility for the equipment.
- Rent a storage shed for the 16 weeks for storage of the equipment. Betty will look into the cost and possible location for the storage shed.

SUMMER PROGRAMS

- Betty is still working on the summer programs. She's not sure if the basketball court or tennis courts at the high school will be available to use for her programs. She is looking into the private tennis courts in Grafton, but hasn't received word on the cost. She is going to Westborough next week to see if we could use some of their facilities.
- Betty has added some new programs.
- Betty needs to hire a new beach director and a new assistant beach director. She will be sending letters to past employees to see if they are interested in working at the beach again this year.
- The snack bar has had management issues in the past; therefore, Betty will be replacing all snack bar employees this year.

BEACH STICKERS

The parking lot beach sticker book is missing. No one who worked at the snack bar seems to know where it is. Betty will need it for the auditor as accounting for the beach stickers was a problem at last year's audit.

Betty also noted that receipts weren't turned over every day to the Recreation Office as requested, which is why she will be replacing all the snack bar employees this year. Bob asked Betty to contact Mr. Pignataro at the high school to see if there were any students responsible enough to run the snack bar this year, maybe even getting some course credits.

ROAD RACE

The road race is scheduled for Saturday, May 1, 2010. There is a meeting scheduled for Tuesday, March 2, 2010 at 7 p.m. to discuss the road race. All are invited to attend.

BETTY'S REPORT

- Betty received a letter from the state park indicating their beach season pass is \$35. The Commissioners want to leave Grafton's fee at \$50.

- Betty has received two designs for the playground equipment at Riverview park. The quote from Play Mart is \$20,623, and the quote from O'Brien & Sons is \$29,990. The equipment is for children ages 5 through 12. The Commissioners asked Betty to find out what other towns use Play Mart and visit the site to see what the equipment looks like. Some of the Commissioners also suggested Betty look at the parks in Upton and Hopkinton. This item will be brought back for further discussion at the April 5, 2010 meeting.
- The Scholarship Policy has been revised to incorporate the income eligibility guidelines used by the school department. The Commissioners voted to accept the Scholarship Policy and Application as presented. Motion by Stephen Crowley, seconded by Gina DaLan. Motion carried 4-0.
- Betty is going to replace the carpet in the yoga room. She is in the process of getting quotes. She's not sure if she will be getting carpet, a tile floor, or a floating floor. Bob suggested a bamboo floating floor.

OLD BUSINESS

- Betty is still working on the parks.

NEW BUSINESS

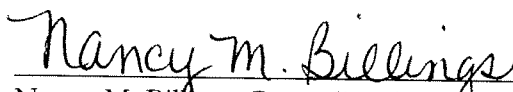
- The Grafton Recreation Commission is scheduled to meet with the Finance Committee on Saturday, March 6 at 10:30 a.m. to discuss the budget. All are invited to attend.
- Betty showed the Commissioners the design for the summer program t-shirts. She has chosen an Indian logo with the years of Grafton's incorporation to tie in with the town's 275th anniversary celebration. The Commissioners didn't care for the design or the colors, and asked Betty to re-work the design.

Next meeting is scheduled for Monday, April 5, 2010 at 7:00 p.m.

Motion by Stephen Crowley, seconded by Kristen Belanger, to adjourn the meeting. Motion carried 4-0.

The meeting was adjourned at 8:50 p.m.

Respectfully Submitted,



Nancy M. Billings, Recording Secretary