

WILBRAHAM PARKS & RECREATION COMMISSION
MINUTES

Date: September 8, 2016 Time: 5:15 PM

Location: Wilbraham Senior Center

Attendance:

Present: Bryan Litz, Stan Soja, Marian Heineman, Bill Scatolini, Aaron Tillberry, CW Zimmer

Absent: Patty Silk, Jon Stogner

I. **Meeting Called to Order.**

Meeting called to order at 5:17 by Mr. Soja

II. **Minutes from Previous Meeting:** A motion was made by Mr. Tillberry and seconded by Mr. Zimmer to accept the June minutes. All members in favor.

III. **Bills Submitted for Approval:**

T-Mobile: \$315.30, going forward the bill will be much less as the department is going from 4 cell phones to one

Red Robin: \$423.38, for end of year thank you dinner for summer staff

Stadium Systems: \$3,669.80 for reconditioning of helmets
\$4,407.35 to purchase 30 new helmets as the former helmets were past their ten year life, going with a stock color (Forest Green), it should be noted that there was a two week delay in the season as Stadium Systems did not get some of our reconditioned helmets back in time for the start of practices.

IV. **Correspondence:**

Safety Committee: there was an email indicating that the town safety committee is being resurrected; Bryan Litz will be the representative from the Recreation Department

Cheerleading Coordinator: A request was received for the rec department to take over the grades 3 to 8 cheerleading program. This has historically been managed by a volunteer but the current coordinator has been unable to find someone to replace here. Mr. Tillberry will speak to a potential candidate to see if there is interest in assuming the responsibility. Mr. Scatolini will speak to a former Coordinator to get her opinion on what would be involved in running the program. To be discussed further based on what these two commissioners report back with.

Coalition for a Drug Free Community: This committee has asked the rec department to include their October 12th event in the Whistle. All commissioners were in favor. A discussion was held relative to potentially hosting a community event with Chris Wadell as the speaker, it was recommended that the Fall is the best time of year and that we would discuss such an event for the Fall of 2017 at a future meeting.

Spec Pond Address: Mr. Litz recommended that we pursue an address for Spec Pond to make it easier for people to put it in their navigation system for directions. Currently we are known as 2540 Boston Road. One Spec Pond Way was recommended and it was determined that we should start the process by requesting that the current access road be made into a public road. Mr. Tillberry made a motion and Mr. Soja seconded it that we apply for an official name, all were in favor.

Disposal of Old Equipment: The department is reducing its old equipment and putting the Big Bubba on a municipal bid site for \$2,000. The utility truck box (value of \$50) and the lawnmower (no value) will be offered to the town first, then places on Municibid website to fulfill the town's surplus equipment policy. The Wilbraham Soccer Club is buying the light tower for \$1,500. Those proceeds will be split between football and FOR.

V. **Committee Reports.**

- A. Country Club (Patricia Silk and Marian Poe-Heineman):
Nothing to report.
- B. F.O.R. (Bryan Litz):
*Oktoberfest: September 24th, limited to 200 tickets, can only be purchased online. There are approximately 20 sponsors for the race. The commissioners were encouraged to at least attend the dedication of the pavilion in memory of FOR founder, Brad Pinney. The 5K will be done at Crane Hill.
- C. Community Preservation (Stan Soja): It is anticipated that the match will be 19% which is the lowest it has been. Holyoke and Springfield are putting CPA on their fall ballots.
*There were two CPA meetings in August, on the 22nd and 25th, the former was with the town selectmen. The former Chairman (Peter Manolakis) resigned, Stoughton Smead will be the new chairman and Jeff Smith will be the vice chairman. The committee will hold year round meetings, twice a month from September to June and once in July and August. The meetings in September will be on the 15th and 29th. Mr. Soja, who has been the recreation representative, resigned on September 8th. Mr. Zimmer made a motion and Mr. Soja seconded that Mr. Tillberry be the recreation department representative until a formal vote can be taken at the October meeting.

The rec department needs to determine what it wants to request relative to CPA funding, more information will be provided by Mr. Litz at the next meeting.

- D. Selectman Liaison (Bill Scatolini): Mr. Scatolini is working with Selectman Boilard relative to a request that Mr. Litz be compensated for his excess vacation days, he currently has ten weeks accumulated, using that vacation could put undue burden on the remaining recreation department staff.

A situation was discussed relative to a rec commissioner and a baseball coach at Spec Pond. The selectmen and town administrator were consulted and all parties were spoken to, it was decided that the Recreation Commissioners should handle it and reiterate that Commissioners are held to a higher standard.

- E. Open Space (CW Zimmer): Nothing to report, the first meeting is September 27th.
- F. Sports Associations/Committees (Aaron Tillberry):
Baseball Committee – New Members: Mr. Soja made a motion and Mr. Zimmer second that the following five individuals be voted in as new members of the baseball committee: Christian Jachym, Fred Frangie, Bill Keating, Greg Placzek, Derek Biermann, all in attendance agreed.

Baseball tryouts are being held at WNE with their coach and independent evaluators. Surveys were sent out to parents and coaches and they got some negative feedback on one coach in particular, results were discussed with that coach.

VI. **Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of Meeting:**
Nothing.

VII. **Old Business.**

- A. Policy Approval – Nothing to discuss
- B. Security Cameras: department is in process of doing due diligence as cameras are necessary at all three buildings to combat acts of vandalism, particularly at the beach, cost is estimated at \$15,000 and a request of the town may be made to pay for it.

VIII. **New Business**

- A. Assistant Director – Erin Carroll: Ms. Carroll attended the meeting and was welcomed by all of the commissioners. She started in August and has 12 years experience having come from the Northampton Rec Department. She indicated that she is having a positive work experience to date.
- B. Fall Sports Update: Football is up and running with the first game on Saturday, September 3rd. Field hockey numbers are down, one of the coaches, Michelle Pastore had to step down due to a conflict with coaching at the high school. Soccer numbers are way up by at least 40 participants.
- C. Sewer: The sewer pump went, the DPW had to come and pump, it had been fixed once before, a new kill switch and pump was put in at a cost of \$3,264, the money came from the reserve fund via a transfer, the OT for the pumping was paid out of the revolving fund.
- D. Recreation Aide – Pat Regan: Mr. Regan has been with the department for two years, initially he worked 10 hours a week and is now at 17 hours a week. He would like to become a full time employee (30 hours per week), he proposed a 9 to 2 workday with 5 floating hours on the weekend, he indicated that he coaches cross country/track at West Springfield High School. He is proposing to create a number of programs which would increase revenue and help to offset a salary increase. He suggested indoor and outdoor track as well as spring tennis. The commission suggested that he prepare a proforma of projected revenues and expenses to support his request and it will be discussed more fully at the next meeting.

IX. **Adjournment.**

Meeting was adjourned at 7:15 P.M.

Minutes respectfully submitted by Marian Heineman.