

10/11/18

Lancaster Recreation Committee Meeting Minutes 10/2/2018

Attendees:

- Recreation Director: Andrea Kiuru-Shepard
- Recreation Committee Members: Win Clark, Dave Carr, Mark Renczkowski and Katie O'Riorden
- Public: Victoria Fasel, Stephen Hutchinson, Matt Hourihan

Meeting Agenda:

- Public Comment Period
- Scheduled Appearances and Public Hearing
- Treasurer's Report
- Recreation Director Update
- Recreation Committee Update
- Old and New Business
- Approval of Meeting Minutes

Meeting Summary:

Meeting called to order at 6:37 pm.

Public Comment:

- None

Scheduled Appearances:

- None

Treasurer's Report:

- Activity since last meeting on 9/18/18.

REVOLVING ACCOUNT

DATE	SOURCE		DEBIT	CREDIT	BALANCE	COMMENTS
9/27/2018	youth b'ball - online		\$1,525.00	\$61,677.96		youth basketball online regs
9/27/2018	Men's Adult b'ball online		\$75.00	\$61,752.96		men's basketball online regs
9/27/2018	Youth b'ball - online		\$2,945.00	\$64,697.96		youth basketball online regs
10/1/2018	Bernie Linenkemper	\$516.00		\$64,181.96		reimb. Softballs for Adult Softball
				\$64,181.96		

- Win makes a motion to approve; Mark seconds. Unanimously approved.

Approval of Meeting Minutes:

- Mark motions to approve the minutes from September; Win seconds. Unanimously approved.

Recreation Committee Update:

- Thayer Memorial Park
 - Installation of the playground structure has begun. Currently it is too wet for them to continue, but installation will resume once it has dried out. It should take about a week to ten days to complete.
 - Landscaping will occur in the fall and spring. Community members will be needed to help.
 - The splash pad will go in in the spring.
 - Win shares with Stephen the purpose of the Thayer Field Foundation.
- Trails
 - Andrea met with Jeanne. She wants to be involved by supporting a committee member in running the trails portion of the committee's work.
 - Jeanne combined the Lancaster Recreation efforts with the AMC events to provide a full trail schedule.
 - Mark mentions that the Massachusetts Search and Rescue team had used the Lancaster trails for their training program in the past. Andrea will be in touch with them about a future training program.
 - Andrea mentions the Eyes on Owls program. Win shares that we would need a grant to support the program; cost is about \$600. Stephen has seen the program and thinks it is a worthy presentation. He comments that they do a nice job indoor or out of catering to the audience. Win suggests that Andrea check in with the library as he believes they do a similar program.
- Beach
 - Andrea will write a summary of the improvements that are needed for next year.
- Field Maintenance
 - Andrea would like to take down the posting for the field maintenance program and work on the job description and hours needed. She is planning to meet with Rick from Buildings and Grounds to see if the position can be shared so as to increase the number of hours. Katie shares that, in the past, the committee has been careful about wanting to share this position with another department, as Lancaster Recreation needs to be sure that their tasks are completed.
 - There is still the question of why the employee cannot be a seasonal town employee and needs to, instead, be an independent contractor.
 - Andrea will follow up with Rick and Orlando about the position.
 - The posting will remain up.
 - The bleachers will be moved on Sunday. Ken has taken the lead and has gathered a group to move them from the MYSA fields to Mill St. and Thayer.
 - Win makes a motion to approve \$400 to move the bleachers. Mark seconds. Unanimously approved.

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- Win or Matt will be in touch with Andy Hilliger about having the current bleachers removed.
- Matt shares that there is no fall cleanup planned at the fields, however, the softball shed needs to be cleaned and organized. Andrea will donate shelving if it can be used. Matt and Andrea will meet at the shed measure and discuss what needs to be done. Katie will join, as well.

Old and New Business/Recreation Director Update

- New Programming Ideas
 - Fishing Program- Oct. 18
 - Up to 30 participants are allowed. There are currently 20-25 signed up.
 - Equipment will be supplied.
 - Andrea proposes hot chocolate and cookies be purchased. Win makes a motion to spend \$75 to purchase; Dave seconds. Unanimously approved.
 - Young kids yoga program
 - Gwen is looking into insurance. She is concerned about kids that are brought to the space, but aren't participating in yoga.
 - Win would like a single page waiver that will be used for all recreation programs.
 - Guitar Lessons
 - Mark will look into an available space for the lessons; perhaps the LCC gymnasium.
 - Space is limited, but there will be no set number limit of participants.
 - Hootenanny to happen after hour of lessons.
 - Small Engine Repair
 - Todd Washburn is not available to run the program now. The committee will continue to look for someone to run the program.
 - Youth Basketball
 - Lancaster Recreation will run the administrative end of the program next year. A coordinator position will still be needed.
 - Halloween on the Green
 - Win would like additional trick-or-treat from volunteer's cars as part of the event. Andrea asks about the source of the candy for those people and those that host from the horse sheds. Win said that they provide their own candy.
 - Andrea got the name of a few magicians. She contacted one that she would like to book for the evening. The cost about be no more than \$400 for 2 hours.
 - Joe Mule will split the cost of the magician. Win motions to spend \$200 on the magician; Mark seconds. Unanimously approved.

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- Pumpkin carving will happen on the green the week prior to Halloween. Andrea will ask farms in Lancaster and Sterling to donate pumpkins for the event. We are looking for roughly 100 pumpkins. Judy Zmijack is in charge of the contest.
- Andrea will look into the cost of lights for lighting up the pumpkins on the steps. Win motions to spend \$150 for pumpkins, lights, and any other contest needs; Mark seconds. Unanimously approved.
- Victoria suggests a photo booth for one of the horse sheds; she will bring supplies.
- Ski Club
 - Lancaster Recreation will likely earn a bronze pass through signups at Wachusett.
 - Decision on its use will be deferred until Joe can weigh in.
 - Andrea will send the flyer to Jen Frommer and Judy Ursuliak for distribution in the schools.

Meeting Adjourned: Katie makes a motion to adjourn; Mark seconds. Unanimous.
Meeting adjourned at 8:00 pm.

Next meeting is to be held on November 6 at 6:30 in the Dexter Room of Thayer Library.