

July 19th 2017
P & R Meeting Agenda

5:30 pm
Clinton Parks & Recreation Office
560 High Street

In attendance: Carly, Jodi, Yoanna, Ed, Emily And Kaylee
Start time 5:37 pm

Agenda Items

Approval of previous meeting minutes – April

Yoanna motioned to approve; Carly 2nd; all in favor

Administrative:

- Salary Survey and approved FY18 budget
 - o Retro paid back to
 - o Kaylee regraded
 - o Kris & Emily stayed same
 - o Town Employee's not happy. In doing salary survey, get placed on grade and then how many years, but town started back at 1 year. Outside consultant conducted survey.
 - Yoanna would like survey and reasoning to see where CPR staff place
 - Ed is going forward to personnel board to discuss Kris's salary
 - Hoping that employees will be able to level up w/in their grade (currently receive step up plus 3% cost of living)
- Operating budget approved; \$30k approved for truck – has been ordered, will arrive by end of year. Ford 250
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- Vendors in parks
 - o Town Selectman give permission to food carts and give blanket permission; competition to our own efforts. Emily contacted Mike Ward to come up with set of rules for town food vendors and competition; set up outside of park are they blocking sidewalk? Emily continue to contact Mike to work to tighten up rules. Emily has asked Joyce and Mike for the information on what vendors permissions were granted. Yoanna is going to get information from Joyce.
- Maternity Leave
 - o Kaylee will be interim Director; office Assistant Rosa will step up to temporary role (Rosa is not a permanent full-time position)
- FY17 Revolving Account information and allocation
 - o Softball batting cage at CMS
 - o Project cost \$7,725; CPR budgeted \$5k, school will contribute. Electrical is the highest cost

- Yoanna motioned to move forward with the Batting cage project given the financials we know of, will cover the entire \$7,725 if necessary but hope to have CMS cover portion, if they do not CPR will have to hold on certain pieces (such as pitching machine); carly 2nd; all in favor
- Appointment of Summer Staff: official vote seasonal staff in
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 - Seasonal Staff to be voted in: Justin O’Toole, Megan O’Malley, Rachel Innamorati, Regan Casasanto, Shannon Florio, Marissa Ogar, Lexus Whitney, Michael Seed, Matt Hross, Jesse Como, Patrick Duffy, Bailey Hollis, Jillian Hazel, Justin StrapponiJodi make motion to vote for the proposed seasonal staff ; Carly 2nd; all in favor
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- Capital Campaign brief overview and preparation for presentation in August
 - Potentially hire JNB Associates to conduct a feasibility study to determine the level of funding available towards a \$2million
 - Cost is \$30k and CPR does not have in our budget – can we ask JNB to decrease fees

Recreation:

- Summer Playground
 - 7 weeks roughly 90 kids each week. New field trips – water whiz, paint ball, online registration
- Town Wide Yard Sale - in June
- Summer events and recreation programs
 - Summer concert series – struggled because of weather, had to cancel one show because of weather
- Weeklong programs
 - Micro soccer programs in park for toddlers – 20 kids w/ wait list; switching from Saturday to Sunday
 - August 6th red sox game
 - Crime scene investigation program, DIY robotics, legos – this will be offered weeks before school starts and camp ends
- Fall programing: middle school events, but not programs, no cost
- Ski/Snowboard program may or may not happen this coming season
- Cutting bus trips
- CPR has meeting with new Superintendent

Parks:

- Acre Playground
 - Free Little Library – free trade system w/ reveal party
 - Shade Structure – just purchased will have picnic tables
 - Other ideas for this property?
 - Future idea is to expand splash pad
 - Gaga pit
 - Swings (cost is approx. \$8k plus pathway)
- Savage field

- Savage Field Basketball Court Resurfacing Quote and recommendation
 - approximately \$4200 to resurface
- Savage Field Dugout Work on Men's Field
- Next steps for Savage Field
 - Information from Building Committee
 - Dates of project and bid information
 - Musco's Lighting – take care of sports lighting, sent emily grant information. Emily talk to Phil Duffy about town lighting project and if cover sports lighting vs street lighting

Savage Field: purchased all playground equipment and pavilion. Bids went out and came back VERY high over \$300k

- Lowest bidder came in at \$540k; after equipment purchase don't have enough to cover all. Shy \$170k to complete phase 1
- Won't be able to complete parking lot or parking lot electrical
- Pavilion, playground, walking path from parking lot to pavilion and playground, basketball court will be lit
- Hope to start in September instead of August 1st
- What is the repercussions if any of estimate being so incredibly low with Gale Associates? Don't feel they represented CPR well.
- Playground and pavilion cost was over by \$10K
- All of phase one we had anticipated
- Emily talking to Chris McGowan on parking committee regarding no parking/one way on Vale
- Will need to put article in paper about the project.

Do not use Gale for future projects

- Hamilton Square electrical work
 - Adding light in front of monument and outlet, starting 7/24
 - Swinging Bench will be installed
- Duffy Park-Swinging Bench
- Fountain Work
 - Needs specialized plumbing work because fountain is leaking
 - Pending on repair work
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Action items for next meeting:

Emily to provide list of priority projects at Savage Field

Hope Chapel – man power for volunteer could lead into something more.

Meeting Adjourned at 7:23 pm

Carly motioned to adjourn. Yoanna 2nd; all in favor