

New Shoreham Recreation Board
Wednesday, April 2, 2014
Town Hall Meeting Room, Old Town Road
8:15 a.m.

Present: Members Chris Willi, Ann Hall and Sarah Sue Deane. Also present were Recreation Director Robert Closter, Town Manager Dodge, Senior Advisory Committee members Gail Pierce and Sandra Kelly and for the recording of minutes, Deputy Town Clerk Millie McGinnes. **Absent:** Gail Heinz.

Chris Willi called the meeting to order at 8:15 a.m.

1. Public Comment

There was no public comment.

2. Approve Minutes for February 11, 2014

Ms. Hall moved to approve the minutes of February 11, 2014. Ms. Deane seconded the motion and it carried.

3 Ayes (Hall, Deane, Willi) 0 Nays 1 Absent (Heinz)

3. Correspondence

There was no correspondence.

4. Director's Report

Recreation Director Robert Closter reported the following:

- The Summer Camp guide is out.
- He is working with the school in order to continue use of the school for camp into the week of August 17 – 23.
- Ball O'Brien picnic shelter construction should take place at the end of May.
- Recipients of the DEM grants have not yet been announced.
- He is working on filling staff vacancies for two summer camp counselor positions.

5. Old Business

a. Discuss and act on Council adopted Recreation Board Charge

Mr. Closter noted that the Town Council adopted the Recreation Board charge (attached) on February 19, 2014. Mr. Willi stated he would get clarification from the First Warden regarding the meaning of the final bulleted item.

Ms. Hall moved to table the item to the next meeting. Mr. Willi seconded the motion and it carried.

3 Ayes (Hall, Deane, Willi) 0 Nays 1 Absent (Heinz)

**b. Discuss and act on Social Media in regards to Recreation
Departments request**

Mr. Willi questioned whether the new RecPro program has the capability of working

with social media. Town Manager Dodge stated that the program should be compatible, and allow for updates to multiple sites through one entry. It was noted that the program should be in place by the end of the month.

c. Discuss and act on 2015 Recreation budget

i. Heinz Field staffing plan

Town Manager Dodge stated the following: the Highways Department will take over the mowing of Heinz Field through a full time, seasonal position – May through October. The mowing will include mowing the cemetery and Ball O'Brien Park. Mowing will be the priority, though hoping to have time for infield and walking path maintenance. Money will stay in the budget for subcontracted maintenance on the field if necessary.

ii. Program Assistant

Mr. Closter stated that he was interested in coupling the Senior Advisory Coordinator and the Recreation Aide into one $\frac{3}{4}$ time position, which would allow for a larger pool of interested applicants. He noted that it would only cost the Town \$5000 for the benefit package, which could be covered by an additional recreation event, such as a $\frac{1}{2}$ marathon.

Town Manager Dodge stated she was recommending staying with the current staffing plan. Senior Advisory Committee member Gail Pierce stated that she felt the two positions require different qualifications and skill sets and couldn't be easily combined. Ms. Hall stated she was in favor of combining the positions for the following reasons: Such a position would provide supervision and chain of command for the Senior Coordinator; would give the Coordinator an office and accessibility. It would enlarge the pool of applicants and allow for supervision by Rob Closter who has education and experience with senior issues.

6. New Business

a. Discuss and act on Tuition Reimbursement Masters Program

It was noted that Recreation Director Closter was working toward his Masters Degree in health, physical education and recreation.

Mr. Willi moved to increase the education line of the Recreation budget to \$1000 for tuition reimbursement. Ms. Hall seconded the motion.

Town Manager Dodge explained that the current policy regarding education did not cover school tuition. She suggested that it be brought to the union as part of a future contract negotiation.

Mr. Willi moved to amend the current motion to ask the Town Council to review their education reimbursement policy, determine whether the union needs to be involved, in order to include coverage of tuition to outside institutions and to increase the education line of the Recreation budget to \$1000 to cover such. Ms. Hall seconded and the motion to amend carried.

3 Ayes (Hall, Deane, Willi) 0 Nays 1 Absent (Heinz)

Mr. Willi moved to amend the current motion on the floor to read “Ask the Town Council to review their education reimbursement policy, determine whether the union needs to be involved, in order to include coverage of tuition to outside institutions and to increase the education line of the Recreation budget to \$500 to cover such.” Ms. Hall seconded the motion and it carried.

3 Ayes (Hall, Deane, Willi) 0 Nays 1 Absent (Heinz)

The amended motion carried: move to ask the Town Council to review their education reimbursement policy, determine whether the union needs to be involved, in order to include coverage of tuition to outside institutions and to increase the education line of the Recreation budget to \$500 to cover such.

3 Ayes (Hall, Deane, Willi) 0 Nays 1 Absent (Heinz)

With no further business to discuss, Mr. Willi made a motion to adjourn at 9:23 a.m. The motion was seconded by Ms. Hall and passed unanimously.

Millie McGinnes
Deputy Town Clerk

Minutes approved: September 16, 2014