



TOWN OF UPTON, MASSACHUSETTS

RECREATION COMMISSION

Meeting Minutes: September 1, 2016

Location: BoS Conference Room, Town Hall, 1 Main Street

Attendees: Rich Gazorian, Debra Amorelli, Rick LaCross, Bonnie Flink, Blythe Robinson

1. Meeting called to order at 7:00 PM
2. Minutes for the August 17th meeting were unanimously approved.
3. At 7:02 PM Chairman Rich Gazorian opened the Executive Session of the Recreation Commission meeting in accordance with M.G.L. Chapter 30A, Section #21, Exception #1 to discuss the discipline of an employee of the Recreation Commission.

Poll taken: Rich Gazorian aye, Rick LaCross aye, Debbie Amorelli, aye

Bonnie Flink approved the meeting be held in open session. Chairman invited guests Blythe Robinson and Deborah Teta who accepted.

Based on information provided, the Commission addressed the following issues with Recreation Director Bonnie Flink

- a. On July 22, 2016 employees of the Recreation Department did not receive their weekly paychecks because payroll was not submitted to the Treasurer/Collector's office on time. The Commission felt the matter was handled inappropriately. Issue also to be addressed with the Treasurer/Collectors office personnel.
- b. Lack of presence at Kiwanis Beach throughout the summer programs.
- c. Lack of self-direction.
- d. Various Kids-at-Play materials which were previously approved were never ordered; therefore were not available for use throughout the summer program.

Chairman Rich Gazorian closed the Executive Session of the Recreation Commission meeting in accordance with M.G.L. Chapter 30A, Section #21, Exception #1 to discuss the discipline of an employee of the Recreation Commission.

4. Motion made and unanimously approved to accept the resignation of Bonnie Flink, Recreation Director.
5. Rick updated the Commission on the procurement of handicapped port-o-potties (P-o-P) at Kiwanis Beach and Leland Field. There has been a handicapped P-o-P delivered to Kiwanis Beach. Rick will work with DPW Director Vin Roy to determine best placement. Cleanings will take place every Friday between noon and 4:00 PM. DPW will make sure the gate is open throughout this time period. Mendon

RECREATION COMMISSION

Rich Gazorian, Chairman
Richard LaCross
Debra Amorelli

RECREATION DIRECTOR

One Main Street • Suite 14 • Upton, MA 01568
T: 508.769.1838 • F: 508.529.1010

Upton Soccer will be paying for the Kiwanis Beach P-o-P. Regarding Leland Field, the Soccer program has provided one for the last two years. Rick LaCross looking into approval of this year's order. The Recreation Commission will be paying for this location.

6. Updated financial information was provided:
 - a. August 2016 total deposits: \$45,902.00
 - b. August 2016 total expenses: \$ 9,288.68
 - c. Total 2016 Kids at Play revenue: Approximately \$246,005.00
 - d. Total YTD Volleyball Revenue: \$2,176.00
 - e. Total combined balances in the General Fund: \$34,750.00
 - f. Total cost for Summer Concert Performers: \$6,075.00
 - g. Total Summer Program Payroll (Period 6/17/16 through 8/19/16): \$114,342.70
 - h. Several summer Swim Lesson overpayments will be processed in September.
7. Rich provided an update on the Kiwanis Beach parking lot. Regarding the issue of signage for handicapped parking spots, Blythe Robinson spoke with Town Counsel about the proper language to be used. Town Counsel suggested it be on the lines of "Mom and Infant Parking" signs at grocery stores. Essentially we are asking people to accommodate the needs of handicapped individuals that truly need those spots. Unfortunately the signs cannot technically be enforced. On another note, it was brought to the attention of the Commission that a resident asked that the Code Enforcement Department become involved because they felt we need a variance from the Architectural Access Board because the handicapped spots do not meet code. The Town went back and met with the engineers who reassured them that these spots clearly meet the code as written. The Assistant Building official to call the state to verify. The Town will also be reviewing the Kiwanis Beach lower parking levels to determine if there are any beneficial changes that can be made.
8. A request was made by BVT to use West River field from 2:30-4:30 PM for freshman teams. The Commission will recommend to them that they use Leland Field behind Memorial School as it is much closer. The field will be available to them from 2:30-4:00PM.
9. Request was made from a Milford group to use Kiwanis Beach on September 9, 2016 for baptisms. They will need bathrooms available. Motion made and unanimously approved to open the bathrooms at a fee of \$100.00.
10. Blythe Robinson addressed the Commission on the following topics:
 - a. There are residents that use the beach after Kids at Play camp has ended. She wanted to know if there is there a reason why we do not have lifeguards available at that time. Rich explained that many of the lifeguards hired for the summer aren't available because they are either headed off to college or beginning fall sports programs. The fact that no lifeguards on duty at that time is properly posted.
 - b. She is working on the next 5-6 year capital plan and is wondering if the Recreation Commission has any projects in the works for FY2018-2023. Anything on the calendar for the next fiscal year would need solid numbers. Any beyond that time can be submitted with estimates. Rich informed Blythe that the biggest need currently is to replace the bathrooms at Kiwanis Beach.

Vin Roy is looking into pricing. There are several other smaller projects that are needed that involve the Ramsey building. More work to be done on exploring those possibilities.

11. In the absence of a Recreation Director, Rick LaCross will be handling any field usage requests.
12. Rich will be speaking with the Boy Scouts about a project to construct cubbies and a new hinged table for the Ramsey building.
13. Meeting adjourned at 8:20. Next meeting scheduled for September 13th at 7:00PM.