



# TOWN OF UPTON, MASSACHUSETTS

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## RECREATION COMMISSION

Meeting Minutes: September 22, 2016

Location: Lower Level Recreation Director's Office, Town Hall, 1 Main Street

Attendees: Rich Gazorian, Debra Amorelli, Rick LaCross

1. Meeting called to order at 7:05 PM.
2. Eric Cormier of Inside Corners submitted a request to use Kiwanis Beach. Rich to forward the email with invoice.
3. Fall Field Usage Requests:
  - a. BVT approved to use Leland Field at no charge. Rick to follow up with October schedule.
  - b. Request for use of Kiwanis Beach during winter school vacation from Jeff LeClaire of Fin & Feather. He would like to conduct a winter clinic teaching ice fishing, campfire building, hiking, archery, winter survival skills and more. Request approved.
  - c. Request for use of Kiwanis Beach during summer months from Jeff LeClaire of Fin & Feather for a kayak program. Request not approved.
4. Port o Potties are all set. Both are being paid for by Upton Soccer.
5. Rich Gazorian reported on his preliminary research with surrounding towns related to their Recreation Director and staff positions. The survey covered 12 towns and topics included town population, number of hours worked for Recreation Director and supporting staff, recreation facilities and summer camp offerings. Rich would like to see Upton's current position increased to 30 hrs/week. Request would need to be brought forth at the November Town Meeting. Debbie Amorelli will work on a presentation for the Fin Comm and Personnel Board. Motion made and unanimously approved to go forward with a request for a 30hr/week Recreation Director's position.
6. Minutes from the September 1<sup>st</sup> meeting were unanimously approved.
7. The Commission began reviewing the job description for the Recreation Director. Rich also relayed the staff and salaries for similar positions in surrounding towns. Debbie Amorelli to review current job description and suggest any changes.
8. The Commission reviewed the Recreation Department offerings of surrounding towns to see if there are any programs that could be developed in Upton. Evaluation to continue.
9. Rich relayed that the minimum cost to replace bathrooms at Kiwanis Beach is \$100,000.00. Commission to look into the possibility of replacing the building at some point in the future.
10. The Commission talked about updating the website. Deb Teta to review what needs to be corrected/updated.
11. No substantive information garnered from Recreation Director's exit interview.
12. Ramsey Building Scout project to be further researched.

### RECREATION COMMISSION

Rich Gazorian, Chairman

Richard LaCross

Debra Amorelli

### RECREATION DIRECTOR

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13. Kids at Play: One receipt and invoice to be cleared up.
14. Financial Review: Nothing new to report since last meeting.
15. Meeting adjourned at 8:44. Next meeting scheduled for October 4<sup>th</sup> at 7:00PM.