

Parks and Recreation
January 9th, 2018
Town Hall

Present: Wyona Lynch McWhite, Doug Thornton, Frank Culmone, Joe Reynolds, Steve Victorson
Also Present Bob O'Shea, Harbor Master

Call to order 743 PM

Doug Motioned to Approve December 18th, 2017. Passed 4-0. Joe abstained.

Budget Updates

BOS reduced field and commons to close a budget gap. In addition, not all funds were used from the previous year.

Allie reported that beach labor was 56,438.00 which was more than last year and does not match town reporting.

Discussed beach sticker sales in Allie's report and compared to numbers from David. There are some discrepancies.

Doug gave Frank and invoice for Ski Club . Will break even or slightly higher.

Action Item - Frank, will mail everyone the up to date numbers

Next meeting we will work to project future numbers.

Bob - Did town hall, by chance put beach sticker money into the wrong account?

Do all of Wyona's town hall receipts match the muni numbers? Frank and Wyona will compare the numbers and receipts.

Joe will ask Allie for remaining beach stickers

Discussed whether revenue is down or whether money has gone to the wrong account.

Some of the beach cost increase is due to the safety boat training.

Program Updates

Field and Commons - Discussed taking one of the fields off line this Spring. This will be costly. Getting vendors to bid on the 3 different fields (when the snow is gone)

Wyona - Did Donnie's money get put in the correct account?

Doug - Doug will ensure it will get into the field and commons account.

Ski Club - so far going well. No injuries last week and returned with everyone.

117 kids in the program. Bus Bill 12k. Wyona - will we have enough money for the end of the season pizza party?

Beach Operations

Online sticker sales 197 - credit card processing

Town hall stickers for non-registered 59 - checks

Total 256

Seniors - 78 (half price)

Total 10,850.00

The beach sold 212 stickers.

Frank - are these numbers for last season?

Wyona - yes - not fiscal year

1,620 Canoe and Kayak

4,175.00 moorings

Wyona has not included the Bear Hill Rowing revenue as they go directly to the revolving account.

2018 Boat Lottery -

Fines - Bob we do not have a method for fines for people not using their spots without paying. Should add a fine above the cost of actually having a spot. 50.00 for the fine, plus 30 for the sticker and impound the boat.

Joe - Impound boats for 30 days. After 30 days fine doubled. After 60 days boats will be sold and money returned to the beach account. Will post at town hall and put in the paper.

Joe - Likes the lock box idea and wants to research further.

Bob - Getting a key management system in place this year, probably not possible. Would be able to do it for under 5k. Let's work on this for the remaining of this year and put into place at the end of this season for Summer 2019. Use thumb print or HID card. Bob suggest using the card.

Wyona - Would take 2-3 seasons to recoup money. Would we actually bring in more money? Possibly have a frequent user card. With such a large wait list and/or too few people using the rack, should raise prices for this season.

Doug suggests we track the empty racks and take them back if not used.

Wyona - how do we keep the "non-user" off who already has a pass?

Bob - newly numbered sticker.

Frank - Stop the lottery and sell online.

Discussed lottery

Wyona - we need to remember that we are here to enable people to use the beach and provide a service. Do we add the hybrid system - Rental and also providing space for others who want to bring their own boat.

Key system reduces staff need.

Joe - the problem is not rack space.

Bob - The empty/non-used racks has remained the same over the years, even with adding new racks.

Joe - What is the lifetime of the key system?

Steve - the hybrid system seems to work best and would open up the beach to people who do not own a kayak.

Joe - this system would start to give us numbers.

Bob - should use good boats in the rental system

Wyona - could we have a padlock system for all boats to determine who is actually using their boat

Bob - You can put your boat on a rack, but using our locks.

Frank - Does that increase our liability?

Key management system could also control the launch fee.

Joe - Add cameras: improve usage, increase revenue

Wyona - We need to spend more time discussing this system.

Bob - Add parking sticker sales to the town kiosk. Get out of the sticker sales business and focus on programs. Would only turn over sticker sales to the town if it was a guarantee that money went into the right account.

Bob - Start with the hybrid system and follow closely. Then determine whether or not to go to a rental only system. Do the lottery system this year and implement the rental system.

Wyona - We need to understand where all of our money has gone. The drop in money this year does not make sense.

Frank - Beach sticker swings do not make sense based on the town numbers.

Joe - The town should provide us with our reporting.

Bob - Use the town Kiosk system. All of our money would go directly into the specific beach accounts and the town would give us an accounting every month. The parks and recreation could then focus on programming and not spend hours every month discussing the budget.

2018 season readiness

Discussed beach operations. Payroll this year is 10k more than last year and it is the first year that the town was in charge of payroll. Beach sticker sales numbers. Need monthly reporting. Take away the accounting from the beach director position. Joe will send out a generic beach staffing teaser on Harvard Next Door. Not a request for applications.

BHRA agreement renewal

Renewed for 3 years.

IT/Web - Skip for next meeting

Webpage renewal

Event requests and new business

Fishing tournament request for Sunday May 6th - 10 boats. Already cleared.

Fishing tournament request for Sunday May 20th - No issues, but will confirm with Holly to insure no overlapping. Approved as long as no issues.

Bob submitted triathlon form for June 24th. Doug made a motion that we approve the Bare Hill Triathlon and the necessary closure of the road. Joe Reynolds seconded. Approved 4-0.

Next Meeting Monday January 22nd

Meeting adjourned - 10:20PM