

## HARWICH RECREATION & YOUTH COMMISSION MINUTES

### MEETING DATE, TIME, & PLACE:

Tuesday Nov 26<sup>th</sup>, 2019 5:30 PM - Recreation Office, 100 Oak St., Harwich, MA 02645.

### COMMISSION MEMBERS PRESENT:

John Mahan, Frank Crowley, David Nixon, Jan Bowers, Vahan Khachadorian, and Michael Hurley.

### RECREATION STAFF PRESENT:

Eric Beebe

### OTHERS PRESENT:

None

### PUBLIC COMMENTS:

None

### RECREATION AND MAINTENANCE MATTERS:

- ◆ Bills & Signatures
- ◆ Approval of Minutes from 10/22/19.

**A motion was made by Vahan Khachadorian to approve and accept the minutes of 10/22/19 as written; Michael Hurley seconded the motion. Vote is unanimous, 5 in favor, 0 against, 1 abstention.**

#### ◆ **Director's Report- Commission Meeting 11-26-19**

- ◆ **Whitehouse Field Lighting Project Contribution** - We have received word from the Harwich Mariners that they will be able to contribute \$75,000 to the CPC funding request for the Lighting Project at Whitehouse. This will drop our request from \$455,360 to \$380,360. This will be relayed to the CPC before they make their decisions on approvals
- ◆ **CPC Presentation** - I will be presenting our three project funding requests to the CPC on Thursday November 21 at 6pm. I will update the Commission on the Presentation at the Commission meeting.
- ◆ **Projects Status** - John Mahan and I met with the Town Engineer and Assistant Town Administrator several weeks ago concerning open projects awaiting RFP's including: Brooks Lighting, Sand Pond Restroom, and Whitehouse Field Scoreboard. They assured us that Brooks Lighting is at the top of their list and we also gave them more information on the scoreboard and restroom projects. As of November 20, we have not received any new updates on these projects as of yet.
- ◆ **Town Administration** - Town Administrator, Chris Clark, has left his position as of Friday November 15, and Joe Powers is assuming interim Town Administrator position until hiring process is finished.
- ◆ **Jordan Fisher Basketball Tournament** - We have scheduled the 4<sup>th</sup> annual Jordan Fisher Basketball Tournament for January 4<sup>th</sup> at the Community Center. This year will include a youth tournament and adult tournament and will run all day on Saturday. I have consulted with Carolyn Carey on this booking. Portions of the proceeds from this tournament come back to the Recreation Department in the form of donations for summer camp scholarships, basketball season equipment funding, and gymnasium equipment funding.
- ◆ **Fall 2019 Programs** - We are coming to the end of our Fall Youth Programming Season and we had another successful season with a total of 393 participants in our youth programs. This is even with last year's fall season numbers.
- ◆ **FY2021 Budget** - We will be presenting the FY2021 budget to the Commission at this meeting. Expense and Seasonal Budgets are level funded with last fiscal year and Year Round salary budgets includes increases only in contractual terms. This will be an item in New Business for this meeting's Agenda.
- ◆ **Winter 2019/2020 Programs** - We have released our Winter Youth Program Brochure and are offering the following programs:

*Mystery Mondays Afterschool- 2 Sessions*  
*Terrific Tuesdays Afterschool- 2 Sessions*  
*Wacky Wednesdays Afterschool- 2 Sessions*  
*Throwback Thursdays Afterschool- 2 Sessions*  
*Fun Fridays Afterschool- 2 Sessions*

*Gr. 3-6 Boys and Girls Travel Basketball*  
*Gr. K/1/2 Basketball Clinic- 2 Sessions*  
*February Vacation Day Program (NEW)*  
*Open Gym and Game Room Times*

- ◆ Property Maintenance Report – A current report was given to Commission Members.
  - ◆ Eric told Commission members DPW will install the fit stations in the Spring.
- ◆ Budget Reports
  - ◆ Current Budget Reports were handed out to all Commission members.
- ◆ Chairman's Report
  - ◆ John Mahan did not have a report.
- ◆ Liaison Reports
  - ◆ Community Preservation Committee -
    - ❖ David reported there are 2.3 million in requests for funds and 3.05 million available for Articles.
  - ◆ Facilities Committee - Lee Culver did not attend the meeting.

#### **MISC CORRESPONDENCE:**

- ◆ Brooks Hollow, Letter from Toni Hollingsworth - The Commission asked Eric to reach out and inform her of Lily's Brooks Hollow Project.

#### **OLD BUSINESS:**

- ◆ Whitehouse Field Master Plan Update - Eric updated the Commission that the Mariners hired a design firm to complete a master plan for Whitehouse.
- ◆ CPC Articles – Eric's presentation to the CPC committee went well and he went over the questions they had asked at the meeting.

#### **NEW BUSINESS**

- ◆ FY2021 Budget – Discussion & Vote

**A motion was made by Vahan Khachadorian to accept the Expense, Seasonal and the Salary & Wages Budgets as presented; the motion was seconded by Frank Crowley. Vote is unanimous. 6 in favor 0 against.**

- ◆ Next regular meeting to be posted for Tuesday January 25<sup>th</sup>, 2020 at 5:30 pm.

#### **OPEN SESSION\***

- ◆ Eric handed out a document he prepared for a proposed plan for creation of a Beach Fund. After discussion Commission members asked him to move forward with the idea and to place it on the agenda for their next meeting in January.

#### **ADJOURN MEETING**

**A motion was made by Vahan Khachadorian to adjourn the meeting at 6:30 pm; Michael Hurley seconded the motion. Vote is unanimous, 6 in favor, 0 against.**

Submitted by:

Lee Ames, Executive Assistant  
 Harwich Recreation & Youth  
 Secretary to the Commission