

# PROCTOR PARK AND RECREATION COMMITTEE MEETING MINUTES

October 20.2010  
7:00 pm - 9:15 pm

## Committee Members Present:

Bruce Baccei, Chair  
Dawn Campo  
RJ Elrick  
Lisa Miser

## Other Guests Present:

Dick Norris, Select Board Liaison

## AGREEMENTS/APPROVALS

- \* Unanimously agreed to request an estimate for two outlets at the rink.
- \* Unanimously agreed to include a 2% increase in salary budget lines.
- \* Unanimously agreed to speak with the select board about the dock evaluation.
- \* Unanimously agreed to speak with the select board about creating a policy for employees who work with vulnerable populations.

## AGENDA ITEMS

### I. CITIZEN COMMENTS

- \* None

### II. NEW BUSINESS

\* Pool Close-Out Report: Committee members reviewed the close-out report. RJ recommended speaking with the select board about having an engineer evaluate the first dock, all members agreed. The committee further agreed to take action on the following items prior to the 2011 season:

- \* Checking the chains on the raft.
- \* Replacing boards on the first dock.
- \* Looking locally to purchase lifeguard umbrellas.
- \* Create a policy for employees working with vulnerable populations.
- \* That a WSI certified lifeguard be on staff.
- \* Replace sign.
- \* Add the replacement of two lifeguard chairs to the capital plan.

\* Staffing Analysis for Pool: The committee discussed the request from the select board. The simple answer is the budget line item for the pool directors does not change based on the number of pool directors. The hours and hourly wage remain the same, regardless if there are 4 or 10 pool directors. There is no overlapping of coverage.

\* Rink Update: RJ has the information to purchase the netting and equipment he will contact Steffanie for a P.O. number. There is a need for two outlets. Bruce will contact John Carroll for an estimate. The purchase of the TV-DVD/VCR will be placed on hold till Black Friday. The rink managers have had the majority of the skates sharpened for the upcoming season.

### III. OLD BUSINESS

\* Alarm Update: The alarms have been installed at the pool and rink. The motion lights have also been installed at the rink. Bruce has met with a staff member from each facility and given an overview of the system.

\* Loss Control Reports: Reflective tape and a triangle have been added to the chain gate per Wade's suggestion.

### IV. OTHER/INFORMATIVE