

HAMPDEN PARKS & RECREATION

Meeting Minutes April 12, 2011

Town Hall

Approved April 26th, 2011

Meeting called to order at 7:04pm

Members Present: Rick Kapinos, Chair, Bob White, Vice Chair, Michael Cronin, Jay Ray and Marty McQuade,

Members absent:

Also present: Sara Gay (7:15), Rick Green (7:30)

Bills: Reviewed and signed.

Mail: Reviewed.

Minutes: The minutes from the March 8th and 22nd, 2011 Regular meetings were reviewed. *Bob made a motion to accept minutes as written. Mike seconded. The vote was unanimous 5-0.*

Old Business:

TWB floor: The damaged areas of the floor were repaired with glue, the bleachers are not acceptable to Noel Pixley.

Agenda Items:

Concom Meeting: Wednesday, April 20th @ 6:45pm – Nat'l Heritage findings to be presented. Rick will be out of town, Bob White will attend.

Summer Program:

Sara presented the anticipated Summer Program Staff (7 counselors and 7 counselors-in-training.) All are experienced, returning staff. Sara is anticipating 30 attendees per week. The staff hired is able to accommodate up to 50 attendees per week. She is planning to hold staff orientation by the end of May or the beginning of June.

Jay made a motion to accept the Summer Program Staff as presented. Bob seconded. The vote was unanimous 5-0

Board and Program director discussed the new hours of operation of 8:30am – 2:30pm with an increase in fees to \$100/wk for in town residents, \$75/wk each additional family member, \$110/wk for those signing up after 07/01/2011 and a \$20 surcharge for out of town residents.

Jay made a motion to accept the new Summer Program hours of 8:30 am – 2:30 pm. Marty seconded. The vote was unanimous 5-0

Jay made a motion to accept the new Summer Program fee increase. Marty seconded. The vote was unanimous 5-0

Updated Summer Program form presented to the board for approval.

Bob made a motion to accept the Summer Program form with changes. Michael seconded. The vote was unanimous 5-0

First Aid Kits/Supplies:

Replenishment supplies for first aid kits to be ordered by clerk for sports and summer program.

CPR/CORI:

CPR certification needed for three PVJSL coaches and summer program director and senior counselor. Clerk will set up class. CORI forms to be sent out to sports coordinators for dissemination to all coaches.

Maintenance Position:

Rick Kelly will not be returning to the Mon-Fri maintenance position at the spray park. Clerk to check if Huck House is returning. Discussion of having a policy and procedure manual written.

UniBank/Debit/credit Cards:

Both clerk and selectman Green discussed with the board the option of using UniBank for online payments of programs. Clerk to meet with bank representative to set up account and site parameters. All fees will be posted on the transaction website clearly for consumers to see.

Jay made a motion to approve the use of UniBank pilot payment program for the Summer Program.

Michael seconded. The vote was unanimous 5-0.

Jay made a motion to roll any transaction based fees to the cost of the program transaction. Michael seconded. The vote was unanimous 5-0.

General:

Rick Green attended the meeting to answer any questions the board had on the process of the CPC article vote on the town warrant for the town meeting and to discuss UniBank.

Baseball:

Marty - Saturday, April 23 from 9-12 Skills competition to be held.

Opening day Jamboree to be held on April 30th 1st/2nd graders @ 10:30 and the 3rd/4th graders @ 2pm

Rick made a motion to adjourn the meeting at 9:04pm. Bob and Michael seconded. The vote was unanimous 5-0.

Respectfully Submitted,

Cindi Connors, Clerk

