

**TOWN OF BRATTLEBORO
RECREATION & PARKS DEPARTMENT
BOARD MEETING
May 14, 2012**

The Brattleboro Recreation & Parks Board met on Monday, May 14, 2012 at the Gibson Aiken Center in the Conference Room.

The meeting was called to order by Vice-Chairperson Ricky Davidson at 6:00 p.m. Attending was Vice-Chairperson Ricky Davidson, board members Betsy Gentile, Renee Woliver, Bonnie Carr, Marty Rancourt, Sam Rowley, Director Carol Lolatte, Assistant Director Jessy Cudworth and Administrative Assistant Kim Isaacsen.

The minutes of the April meeting were approved as printed.

OLD BUSINESS

WEST RIVER PARK UPDATE: Renaud Brother Construction is taking care of punch list. Utilities and drainage are all set. Fence is in place. Some minor landscaping changes are being made. Signage for emergency parking only is up. It will be difficult to keep people off property; the hope is the gate will help to keep people out until park is open. Carol hopes to do a small soft opening in the fall, with a grand opening to follow in the spring of 2013. Some press and photo will be taking place with some of the larger donors in the next few weeks. Paul will get estimate for building with plans to build in the fall. Next meeting is scheduled for May 31st.

CAPITAL PROJECT UPDATE: Jessy and Kim completed the first phase of training for the new Rec-Trac software. We will be going live with pass sales starting on May 17th. Phase 1 includes the ability to accept debit/credit cards as a form of payment through the plug & pay system. We will also be taking pictures of pass holders, when scanned into the pool or rink this will help staff identify pass holders. Phase 2 of training will be in early August, phase 2 will include registration for programs and facility reservations. In the fall we will start registration for soccer, field hockey and gymnastics as well as facility reservations.

Work at the common is completed and looks great. Renee suggested some press might be good to get the word out about the work being completed by Recreation and Parks, Carol would like to consult with Town Manager before going forward with any press.

SKATEBOARD UPDATE: They are continuing to fundraise, they have “go skateboarding” day scheduled for June 21st. Volunteers painted play structures & swing sets on green up day. Carol is working with Adam Hubbard for an RFP for design and hopes to have it completed in the next few weeks.

NEW BUSINESS

PROGRAM REPORT:

- Vacation activities over all were slow; however Super Bike Day was largely attended. Registration extravaganza is planned for May 17th.
- Jessy took the knitting group from the senior center to Northampton, to visit a yarn store.
- New K-cup coffee machine was introduced on May 11th, slight increase in price and learning curve for seniors.
- Windham walkers group will be starting soon, the plan will be to go on 2 walk/hikes per month.
- The Senior Center received a coat of new paint; a volunteer group from UNH did the painting and donated painting supplies.
- Carpet was cleaned and new dance floor is scheduled to be installed in June in memory of Irene Alexa.

SUMMER STAFF / POOL OPENING: New summer staff listed in summer brochure. Pool will open on June 16th; staff training is scheduled for June 14th. Returning employees is about 92% of staff. Summer registration still need one volunteer to help from 5-7.

LOWER FIELD SOFTBALL LIGHTS: Carol had a meeting with neighbors of the ball field regarding the spill over of the lights into neighboring yards and homes. The softball season started a week earlier this year, the lights appear to be brighter after 10 year re-lamping last year and no foliage on trees yet. It appears some lights may need redirection or shading, Carol will work with Musco Lighting for solutions to the problem.

Committee Reports to Selectboard: July 17th Selectboard would like Recreation and Parks board to attend Selectboard meeting to report on activities of Recreation and Parks board. Selectboard board has requested to hear from all appointed boards. Board member Bonnie Carr and Ricky Davidson are both up for re-appointment, Ricky is ineligible for reappointment as he has served for 3 terms.

OTHER BUSINESS

NEW SIGN: Recreation and Parks has been working with Senior Meals and the Senior Center for a new sign. New sign should be installed later this week; it will include advertising for the meal programs that can be changed.

NEXT MEETING: The next meeting is scheduled for Monday, June 11, 2012 at 6:00 p.m. in the Conference Room at the Gibson Aiken Center.

ADJOURNMENT: The meeting adjourned at 6:45 p.m.

Respectfully Submitted,

Kim Isaacsen

Kim Isaacsen, Administrative Assistant