**Town of Westborough Recreation Department**

**Recreation Commission**

**Meeting Minutes – August 24th, 2021**

Members Present: Recreation Commission Chair Earl Storey, Recreation Director Jenn Kirkland, Golf Course Manager Matt Griffith, Beth Travis, Bill Clausen, Brian Kane, non-voting member Katie Welch, Mike Hightower

The meeting was called to order at 6:05pm.

**6:00pm – Introductions – Matt Griffith new golf manager**The new golf course manager Matt Griffith was in attendance to meet the commission for the first time. His communication was discussed, including a newsletter that has been very successful. 75% of people are opening the communication, whereas 15% is common for these types of communication. He has included some Rec Department information in these communications, including information about the Block Party to be held on August 27th.

At 6:08pm, Commission Member Colleen Dowd called in to the meeting.

**6:10pm – Golf Course update/discussion**The Knights of Columbus tournament was a success. Matt mentioned using software to show the results live with a FireStick to allow the participants to view constantly updating standings. This sort of thing takes some time for set up, but with time to prepare in advance of a season it will be up and running.

The liquor license status at the golf course was discussed, with the Civic having completed all steps with Westborough and waiting on state approval. The key point from this discussion was the fact that control over serving golfers can be very beneficial. As is, there is not a way to control people bringing coolers onto the course, and in turn limiting consumption of golfers on the course. Matt mentioned the possibility of a drink limit, as well as making sure there aren’t golfers hanging around for a significant amount of time after their rounds while they are being served. With passes in front of the pro shop after hole 7 and hole 9, there could be the possibility of delays while golfers are waiting for their drinks at the Civic. There were discussions about going through the process of the golf course being permitted to serve, however it was brought up that two entities on the same property being licensed would not be possible. With the Civic’s hours not matching up well with the customer base, there will need to be continued discussions on this topic.

The greens have been in good shape recently. Capital money is going to be used for improvements and updates around the course. The netting projects is waiting for a shipment of the materials before proceeding. After further evaluation of the pumping system, the generator is in good shape but the pumps need to be replaced. There have been quotes for $46,000, and an article will be going to town meeting for the project as this is a dire need.

**6:25pm – Recreation Admin Update**Rec Department Administrative Assistant Stephen Croft brought up his pending departure from the department. With Program Coordinator Adam Lapointe out of the office expecting a baby, Stephen will be assisting with administrative duties through the middle of September to help with the transition to a new hire as the process unfolds. He has left notes as to his responsibilities as well as examples of different accounting practices to make sure there are no skipped beats during the transition.

**6:30pm – Community Preservation Act – Discussion/potential vote**Coleen Dowd has been on the Community Preservation exploratory committee as a representative for the Recreation Department. As a member of the committee, her opinion has changed from being against the project to for the project. She has sent information to the commission about it, but the general practice is that there is an added fee to refinances or new mortgages with this fee being added to the fund. The practice would then be similar to the current practice of going to town meeting to ask for project funds, however the money would already be in a fund for use. Future projects mentioned by the commission that could benefit include a dog park, splash pad, Skate Park, or a community center. Earl Storey mentioned too high of a percentage, but the committee has heard that feedback and has lowered the target. If a project is approved, the State of Massachusetts would match the funds as well to help fund specific types of projects.

**6:40pm – Anthony Calderone – presentation outdoor basketball courts. Discussion/vote**Anthony Calderone joined the meeting with other members of a non-profit organization founded ‘Fare Del Bene’, which means ‘To Do Good’. They incorportated in March, and have been doing projects around Children’s Hospital in Boston and St. Luke in Westborough, in addition to random projects as they arise such as assisting senior citizens.

The group is looking to fundraise in order to build an outdoor basketball court on the West side of town, with the only options currently being at the Rogers and Haskell Recreation facilities. Anthony has been a coach in our Recreation Basketball leagues for a long time, with his children participating each year. They have drawings from a current architectural student.

Jenn Kirkland used the Tot Lot group as a parallel, where once they were given approval of the site, they started raising funds from the project. The Town helped to cover the difference between the fundraised amount and the total price tag of the project. The site in question is next to the Greg’s Fields across Belknap Street. There is already a parking lot there which was rarely used before a teacher shuttle to Fales School was put into place during construction.

The Recreation Commission expressed strong support for the project, and even wanted to possible add other projects to the site including lights, flashing signs to accompany the cross-walk, and playgrounds possible on site as well. Anthony was aware of things such as prevailing wage increasing the price of different aspects of the project. The next step after approval of the site would be to contact Town Manager and Assistant Town Manager Kristi Williams and Kimberly Foster to make sure all boards who need to approve the project are.

The group was asked to leave the meeting room for the vote. Bill Clausen made a motion to approve the site for basketball courts, and Brian Kane seconded the motion.

The vote passed 5-0.

**7:05pm – Andrew – rocketry project discussion and vote**Andrew found another site for their rocketry, and as such there was no discussion on the topic.

**7:15pm – Fields update**There is a current plan to re-do some work over at Rogers. The infields of the baseball fields on site there all need material to be added to the infields. Colleen Dowd also brought up a project at Haskell Westborough Little League wants to do in building batting cages at Haskell. A possible location for that is along the fence of the parking lot, which would be in the outfield of the first softball fields at the location.

There was also mention about an upcoming First Responders’ softball tournament, and possible locations for that.

**7:25pm – Approve minutes from prior meetings**Minutes from previous meetings were passed around for commission members to read and sign if approved.

**7:30pm – Adjourn**The meeting was adjourned at 7:31pm.