

**Town of Provincetown
Recreation Commission Meeting
Veterans Memorial Community Center
Minutes of Wednesday, November 20th, 2019**

Members Present: Robert Enos, Cathy Nagorski, Heather Rogers

Members Absent: Tim Downey, Kristin Hatch, Brandon Quesnell and David Oliver

Also in attendance: Recreation Director, Brandon Motta; Assistant Recreation Director Caroline Thompson; Eric Martin

Call to order: 5:30 pm

Public Comment:

Board Member Statements:

Robert addresses the discussion of Tim Downey's absences. Tim attended the previous meeting and discussed why he has not been present. Robert explained to Tim the importance of his seat and attendance. It has been agreed upon by the commission that it would be best if Tim did not renew his term at the end of December based on his attendance for the past two years.

Old Business:

- A) Motta Field Event. - Eric presents a layout for the possible event that may take place at Motta Field during the Summer of 2020. The event hopes to use the whole field. Eric gives the commission a brief synopsis of what he hopes this event will be and then the commission discusses their thoughts and opinions on the event. The biggest discussion was about what Motta Field is currently used for and how the event can be beneficial. Eric asks Brandon and Caroline for a detailed list on what exactly the kids use Motta Field for during the Summer Program. The event is not looking to displace anyone but rather incorporate the community into this event.
- B) CPA Submissions- The commission looks at previous lists they had made; of things they would like for their facilities. The commission decided to focus on the 387 Commercial St. facility and the West End Playground for their CPA Grant submissions.
Brandon M. wants to ask for a grant to start the design work on 387 Commercial St. and the board agrees that would be a good idea. Next, they decide the West End Playground needs some care, specifically the basketball courts. Brandon M. says he will be in touch with someone to look at the layout of the courts and have them do a proposal.

Cathy makes a motion to allow Brandon Motta to submit separate CPA Grants for 387 Commercial St. and the West End Playground.

Robert Seconds

3-0-0

Director's Report:

- A) FY21 Budget- Brandon Motta discusses the budget requests he put in for the Fiscal Year of 2021. One of the requests was for an additional summer staff member. Provincetown itself will have about 24, four year olds that can attend the summer recreation program, meaning an overall increase in enrollment. An extra staff member will be very helpful. The next budget request is for Porta Potties at 387 Commercial St. and lastly the third and final budget request was for online software. The recreation program still uses paper registrations for all programs and it can become very difficult. The online software will allow for the public to sign their children or themselves, up for programs. They will also be able to make payments online and recreation will be able to receive reports. It would really help out Recreation and staff.

- B) Scope of Work for Stairs: The commission has been wanting a set of stairs for 387 Commercial St. to allow the public to have an easy access to the beach from the park. The commission views the draft that Tim had typed up. Robert asks when the work could begin. Brandon M. says work can start January 1st, however he does not think new stairs should go into the park mid- February. Heather agrees because of safety concerns and the upkeep of salting and deicing the stairs. Cathy asks if it's possible to have the stairs done ahead of time and have a separate installation date. Robert agrees with that idea. More information will be provided when bids come in.

Assistant Director's Report:

- A) Afterschool Dismissal Spreadsheet- Caroline discusses the spreadsheet she has been working on to help alleviate any stress at the end of the day for both the school and Recreation. She presents the Recreation Spreadsheet. It is a weeklong schedule with every child's name who attends recreation. From there each child has their own drop down menu for each day, so rather taking the time to write in where the child is going, teachers and staff will be able to just quickly select an option. The program she is using is Google Docs and discusses its sharing and viewing capabilities with others.

Other:

Robert makes a motion to adjourn.
Cathy Seconds
Meeting adjourned at 7:00 PM.