

## RECREATION ADVISORY COMMITTEE

APPROVED MEETING MINUTES (with noted corrections in red)– April 28, 2021

ATTENDING: Howard Raphaelson, Sheldon Dyer, Darren Cook, David Palmer, Don Field, Anna Knuttel and Anne Rash, Jim Raynor, Ed Baxter

NOT

ATTENDING:

STAFF: Jay O’Keefe, Acting Director of Parks and Recreation

- A. Call to Order -The meeting was called to order at 7:05pm by Chair S. Dyer.
- B. Approval of Minutes – E. Baxter motioned and D. Palmer seconded that the minutes from February 24, 2021 meeting be approved. The motion passed unanimously.
- C. Opportunity for the Public to Address the Committee – none
- D. Co-Sponsorship Update - J. O’Keefe noted that he reviewed the WAM application that was submitted on February 24, 2021 and all requirements were in order and was approved. MALL and MAPL will be reviewed at either the July or fall meeting.
- E. Old Business –
  1. J. O’Keefe updated RAC on the progress of the adjusted FY 2020-21 budget that took effect in November 2020 to decrease the projected 973K deficit by an estimated 203K or 770K total deficit at the end of the fiscal year.
  2. J. O’Keefe also reviewed the FY 21-22 proposed Parks and Recreation budget and provided handouts. It was noted that there were proposed cuts to Community Center hours, a freeze on the Assistant Director position, and changes to full time staffing schedules to reduce expenses. Additionally, the proposed FY 21-22 budget reflected Parks and Recreation program and member participation, revenues and operations to remain flat over the summer, with a gradual increase in the fall, and a projected return to more familiar pre-COVID participation and revenue by late February 2022. Bicentennial Pond summer and annual special event fees have been proposed by Town Council in the FY 21-22 to be further supported by general funds.
  3. Information on the status of current membership numbers, cancelations and freezes were presented. The center is operating at about 20% of pre-COVID months . MCC facility visit reports for 2020-21 were also reviewed indicated some slight increase in use over recent months
  4. Parks updates: J.O’Keefe reported on the impact that new elementary school project is having on SEP fields and MALL. Field C would be

used as a construction staging area, but that some alternative fields used by MALL is are being encouraged.

F. New Business –

1. Summer Camps and Programs: J. O’Keefe provided an update regarding anticipated summer programs and camps. The outlook is positive for being able to offer Camp Mansfield and other specialty camps this summer.
2. Staff: J. O’Keefe reported on the resignation of a full time Recreation Supervisor, resignation of a part-time Wellness Coordinator, and maternity leave of the Member Service Coordinator. These three vacancies, combine with the vacancy of the Assistant Director is placing significant stress on the Department.
3. Other: Having no other business, the meeting was adjourned at 8:56 p.m.