

# **Town of Shelburne Recreation Committee Meeting Minutes**

October 18, 2023, 6:30 PM at the Cowell Gym

Committee Members Attending: Norman Beebe, Diana Hardina, and Mary Lou Gallup

1--Approve September meeting minutes.

2--Review Section 9 of draft Open Space and Recreation Plan – It's decided to table this for now. Norman will bring proposed revisions to the next meeting.

3--Updates-

- Pickleball Update – Mary Lou Gallup
  - Monday and Wednesday nights moved indoors, will move indoors the remainder of the days in November.
  - Request for Saturday morning sharing of time with Tai Chi. Pickleball was in the gym in the 2022/23 winter Saturday mornings 9-11. Tai Chi did not rent the gym in the 2022/23 winter. Rumor has it that Tai Chi would like to remain in the gym on Saturday mornings. have their 2022/23 Saturday morning time and Tai Chi should be offered the unused time; perhaps pickleball could use 8:30-10:30 Norman said he would talk to Stephanie Gelfan the contact for Tai Chi and talk to them about the proposal.
  - Pickleball is planning a special event “Glow in the Dark Pickleball” and because of the equipment setup time and cost would like 2 nights back-to-back and be able to leave the equipment set up except for the blacklights. The committee agreed with the plan and Mary Lou said she would report back dates.
- Outdoor courts surface/invasive weed damage and fill - Norman spoke to Vermont Recreational's office manager and was told they only do court repair when it's warm but was surprised by the holes and cracks we are seeing in the court surface. Norman sent the photos Mary Lou has taken documenting the court's deterioration and is waiting to hear back from the company head. Mary Lou voiced concern about the delay and water infiltrating the court over the winter and the freeze thaw creating more damage.
- Cowell cleaning/video monitoring/lock box
  - Diana will contact the police chief, Greg Bardwell, to see if there are any concerns or advice about installing a camera.
  - Mary Lou will contact the two companies suggested by the Andrew Baker for gym cleaning quotes.
- Ping Pong - Diana reported that ping pong will use the larger of the basement rooms at the elevator end of the building. The Clothes Closet does not have a lock on the door that joins this room. The Emergency Management Cots may be able to stay. The Christmas decorations need to be moved. Norman will contact Whit Sanford about the Christmas decorations. Diana will keep pushing this along!

4--Cowell Director position - reappoint Bill through December. Make a plan to find Bill's replacement. Norman will talk to the Terry to get the position advertised again, suggest advertising in the West County Shopper. Diana will contact the people producing the new Buckland/Shelburne combined newsletter and get the advertisement for the position into the Nov. newsletter.

5--Cowell Director's Report (as reported to Norman by Bill)

- September collection: Basketball \$435, Pickleball \$205
- Senior Walkers want to start in November MWF from 9am to 10am. She will get back to me on the correct start date.
- Academy of Charlemont wants to use the gym starting Monday after Thanksgiving (MTT from 3:30 to 5:15) (Wednesdays 1:15 to 3:00pm)
- Four Rivers wants to use the gym also starting Friday after Thanksgiving (3:30 to 5:15pm)
- The Art Garden wants to use the gym April 24th through April 28th 2024 to hold their Hilltown Draw-Around.
- The Tai Chi has paid their user fee up until the end of the year (minus the election weekend)
- Informed Terry again about the broken toilet in the women's room. She will call a plumber asap. It's closed off to the public.
- The highway department and I just finished the tennis/pickleball back-board today. All that needs to be done is to paint the front.
- The town has filled the holes between the fence and the tennis court.
- Purchased a money collection lockbox that will be installed soon. This will cut down on the loss (theft) of user fees that has occurred in the last few months!!!

6--John Walsh joined the committee at 7:45

- Mini-splits - John explained the set up of the heat pumps, the controls, and how to program the temperature settings.
- Cowell maintenance/repairs – John has a list which he put together for Terry. The list is attached. Mary Lou brought up two additional items. The light in the stairway by the TAB room needs to be repaired as a new bulb blows out in a very short time, and the need for motion detector light(s) by the entry door(s). Norman will follow up with Bill and/or Terry.

7--Any other business

- The committee agreed to meet on November 10<sup>th</sup>, Friday to clean the TAB room as a committee. The time has not been set.
- Mary Lou asked if we could get a report of other funds for each month including Tai Chi and other rentals.
- The committee discussed the rental fee and agreed to raise it to \$65 for two hours for one-time rentals. We will keep the \$55 for two-hour rate in place for ongoing rentals.
- Mary Lou reported that the dead spots in the gym were not occurring at this time.
- Mary Lou asked permission to order 3 dozen indoor balls. The cost would be approx. \$30 per dozen plus shipping.
- Mary Lou asked why there were 2 dehumidifiers in the lady's room. John Walsh thought one was broken and would be removed.
- Mary Lou asked if the newest set of bleachers was going to be repaired so it could be used again. She pointed out that it is still locked up and not functioning. The committee discussed the need, whether leave it out of service or look into having it repaired. Mary Lou offered to contact the bleacher installation and repair company she had spoken to earlier in the year to get a service quote.
- Diana has learned the original Cowell Facebook page still exists! She's trying to delete it.

8—Next meeting Wednesday, November 8<sup>th</sup> at 6:30 pm in the Cowell Gym

# John Walsh's List of Cowell Maintenance Needs 10-5-23

Here are my observations of deferred maintenance items at the Cowell. They are mainly focused on the exterior of the building with several additional items inside. In addition to the broken clam lock on the south facing window in the attic and the two lights not working in the election storage area, here is what I observed on a walk around:

## North Side

- Open electrical box at top of conduit.
- Four missing storm window panels.
- Open pipe on ground (No Cover).

## West Side

- Electrical conduit pulled from side of building next to service drop.
- Expose hole in basement window frame.
- Base of column on left side of main entrance missing piece of trim allowing water infiltration.
- Sapling trees growing in hedges.
- Right side of concrete steps crumbling.
- Letter "S" missing from Facade.

## South Side

- Handicap remote access post rotting at bottom.
- Old hole for what appears to be a window A/C unit not completely covering hole.
- 1 storm window panel broken and 1 missing.
- Old gutter over southeast exit in poor condition.
- Hip of slate roof above rear entrance damaged at end, exposing framing to water damage.

## East Side

- Broken outside exit light above red door.
- Abandoned iron pipe which appears to penetrate exterior wall.

## Additional items

- The two (2) lighting fixtures in the elevator are flickering due to what appears to be loose end caps. I would recommend replacing them with LED fixtures.
- Electrical subpanels in main storage room in basement should have circuit breakers re-labeled and two boxes connected to main should be evaluated for live wires.
- There are several old single pane wooden windows in the basement that should be replaced with double pane vinyl windows.