

Shelburne Recreation Committee Meeting Minutes for 4-10-24

Attending: members Diana Hardina, Stefan Topolski, and Norman Beebe, and Cowell Interim Director John Walsh

1--- **Approve minutes** for February.

2--- **Cowell Facilities Director report** - see John's handout which is attached. John talks to us about his frustration with doors being left open by in John's words "all groups". We also wonder if some money is not being turned in or possibly stolen. John thinks the former but this does bring us back to the idea of having a video camera posted in the lobby. Diana had spoken to the town's police department about this sometime ago. Norman believes we were tentatively okayed to do this but Diana thinks not. John will follow up with Terry to see if we can proceed.

3--- **Cowell Youth Winter Program debrief** – all programs ended in March. Basketball went well with the kindergarten, 1st-2nd grades, and 3rd-4th grades, but not with the 5th-6th grades. They switched over to indoor soccer part way through the year - maybe start off with indoor soccer next year.

4--- **Town Report** – approved with edits. Norman will submit it to Terry.

5--- Updates

* **Arms Field** – we approve the bid submitted by Canepari's Landscaping for \$13,312.50 to redo the infield of Arms Field as well as some work on the outfield - in particular to do away with the low spots. This money will be covered by the FY 2023 Woodlands Partnership Grant we received. \$7,000 of the \$20,000 grant we received has already been paid to FRCOG to finish up the 2023 Shelburne Open Space and Recreation Plan. This was submitted in December.

* **Vermont Recreational** – they finally get back to us about the hairline cracks that have developed in the surface of the Cowell outdoor court. They propose filling the cracks and putting two coats of protective coating over the surface for \$12,000. This would extend the life of the court. Norman shared that Mary Lou felt recoating the court was a good idea. Norman proposes writing a grant to cover this cost along with the painting of additional pickleball courts, and for trail improvement and expansion. The latter could cover cost of easements for the possible river trail. Norman will write the grant and update folks at our May meeting. The grant is due by 5-9-24.

* **Draw-around** – they will be in the gym from Thursday, April 25th through Sunday April 28th. We usually don't charge them. John says they offered to give us a donation of \$300. We approve that arrangement.

6--- **Lines of communication between program participants and rec. committee members** – rec. committee members are encouraged to think of themselves as goodwill ambassadors to all members of the community, including those who use our facilities and participants in our programs.

7--- **Code of Conduct and protocol for dealing with violations** – we approve a protocol for dealing with code of conduct violations that Norman brings to the meeting with edits. Norman will share it with Terry. We'll follow this protocol unless Terry asks us to wait.

8--- **Any other business or updates** – Diana brings up a code of conduct incident. We discuss this. Norman is assigned to be the committee's designee for the informal procedure part of the protocol for dealing with code of conduct violations.

9--- **Next meeting** will be Wednesday, May 8th at 6:30 in the Cowell Gym.

Interim Director Report

Date: April 10, 2024

Submitted By John Walsh Cowell Gym Interim Director

Subject: Monthly Report to Cowell Recreation Committee

The following has occurred since the last meeting in March. I have stopped by the gym nearly everyday and continue to monitor building zone temperatures and humidity levels. I have been experimenting with turning off the heating for long periods of time and will be looking to shut down the system completely in the near future. Due to the amount of air infiltration, the electric bill has been higher than expected which has caused the overall budget to be exceeded. The two leaking oil tanks were replaced with one and no additional oil has been purchased since January. I have turned on the boiler twice to test it and discovered a leaking steam pipe in the Trinity clothing area. The Food Bank has been organizing their storage area and received a grant to replace two refrigerators with new units.

1. Norman and John met with Shelburne Selectboard (SB) to discuss the budget process.
2. John prepared estimates for 2 phases of deferred capital repairs and presented them to SB and the Finance Committee. (See Attached)
3. On Thursday April 11, 2024, Phase one was approved to be brought forward to annual Town Meeting (I believe \$55K was authorized for basement window replacements and ADA bleacher repair and several other repairs but I have not been officially informed of final measure approvals).
4. Ordered and replaced battery and pad for defibrillator (approximately \$200).
5. Gym light repaired.
6. Fire extinguishers inspected and retagged. Several heat sensing units failed inspection and will need to be replaced, including elevator sensor. The building has received a 90 day extension to make repairs.
7. Repaired holes in walls in basement ping pong room and had electrician return to fix new light switches that were inoperable.

Ongoing Issues

1. Exit doors, individual lights and ceiling fans continue to be left on
2. Town Treasure has expressed concerns about the exchange of fees collected and I will follow up with her to clarify next steps.
3. Due to individual schedules, fees have been delayed in transfer.