



TOWN OF MENDON
PARKS & RECREATION DEPARTMENT

20 Main Street
Mendon, Massachusetts 01756
Phone: (508) 473-0600 Fax: (508) 478-8241
Email: parkcomm@mendonma.gov
mendonma.gov/parks

Meeting Date: 3/21/22
Meeting Location: Hybrid
Minutes Approved: ___ 1/10/2023 ___

Members Present: Tom Belland, Dan Byer, AJ Byrne

Members Absent:

Parks Director: Dan Byer

Others:

The meeting was called to order at 11am with Dan, AJ, and Tom in attendance in person.

The commissioners reviewed the minutes from 1/11/22, 1/18/22, 2/15/22

The commission discussed the field fertilizer contract. Diamond is up \$1,200 from last year. The commission agreed to get additional pricing before signing.

Dan discussed a proposed memorial bench program. **(Exhibit A).**

The commission discussed swimming lessons. He's like to add a new session for Level 1 on Tu/Th due to enrollment. All agree

The commission reviewed the senior admission price for the beach. Dan said it has been 60. We had discussed other pricing but forgot to confirm this one. All agree to keep 60+ free.

The commission discussed field use. The current policy is to waive the fees for baseball and softball for the T-Ball fields since they built those fields. Tom said there should be a time limit. It's been about 10 years now. Dan said it would add about \$500 to their fees but since they are in the capital improvement waiver it would just be more cost to be offset.

Dan made a motion to update the policy to no longer waive the use fees for Nipmuc Youth Baseball and Nipmuc Youth Softball on Grady and Wagner T-Ball Fields, AJ seconded, and all approved.

The commission discussed a field use request to film a movie on Tetreault Field. They discussed scheduling but have not formally applied. All are in favor but would like to meet and discuss fees at a later meeting if they are interested.

The commission discussed the 2022 summer hiring. Dan reviewed Maintenance first. They reviewed the requests from returning employees. Two are still interested, and the 4th got another job. discussed the two new candidates who have applied so far and need to be interviewed. John Schiloski, one of the returning employees, isn't sure if he can commit since he is graduating college. The commission

discussed hiring the returning staff and then see what happens with the staffing/budget discussions before making a final call in a month or so.

The commission discussed the request in the town budget to increase staffing for maintenance. Dan isn't sure if their request is approved or not. It is in the draft budget. Kim Newman (town administrator) has suggested we work towards creating a full-time position. They discussed the original request of \$4,500 to just expand the seasonal hours vs \$12k for making the position a year-round 23 hr a week average, 40 a week in the summer and 10 in the off season. There is an upcoming meeting of the selectboard to discuss. He hopes by Wed we'll have more info. Tom asked about a job description. Dan said he's been trying to get more info from Kim Newman as to what she is looking for. All discussed possible duties. AJ said there are tons of small projects that Dan doesn't have time for. Tom suggested Highway could use extra hours too.

The commission discussed options for a parks building. The town is looking to sell the Morrison Drive shell. The commission discussed alternatives if we get kicked out of Morrison. They discussed building something up at the park bathrooms.

Dan made a motion to hire the following maintenance employees pending a clear background check.

TITLE	NAME	RATE	HOURS
Maintenance Crew Member 1	Brian St. John (3)	14.75	40
Maintenance Crew Member 2	Derek Cerundolo (1)	14.50	40

Tom seconded and all approved. Dan and Tom voted in favor, AJ abstained from this vote due to a conflict of interest.

They will wait and see what happens with the budget and John's availability to discuss the foreman position at a later meeting.

The commission discussed the snack shack staffing. Alan DeAngelis, Jenn St. John, and Dan interviewed the candidates, and they are recommending hiring 5 total candidates. Last year we had 4 but ran into scheduling issues. Dan is also concerned we have new people trained as others age out. The commission reviewed the candidates.

Dan made a motion to hire the following employees for the snack shack, AJ seconded, and all approved.

Snack Shack				
Position	Name (Years of Service)	2022 Rate	Hours	Notes
Snack Shack 1	Katelyn Bottoms (3)	14.75	15-25	Returning
Snack Shack 2	Miah Lanagan (1)	14.50	15-20	Returning
Snack Shack 3	Maddison Orff (1)	14.50	15-20	Returning
Snack Shack 4	Elizabeth Dejesus	14.25	15-20	New
Snack Shack 5	Gianni Mistretta	14.25	15-20	New

The commission discussed the future of the commission. AJ has decided to run again. Both Tom and AJ are thinking it may be time for someone else to step up and get involved. They discussed possible replacements.

The commission discussed the lifeguards. Alan DeAngelis, Jenn St. John, and Dan interviewed the candidates and are recommending hiring 8 in total. They discussed wages and the candidates.

Dan made a motion to hire the following lifeguards pending a clear background check, AJ seconded, all approved.

LIFEGUARDS				
Position	Name (Years of Service)	2022 Rate	Hours	Notes
Lifeguard 1	Rachel Thibodeau (6)	15.75	15-25	Returning
Lifeguard 2	Kyle Crossley (3)	15.25	15-25	Returning
Lifeguard 3	Jack Cruz (2)	15.25	15-25	Returning
Lifeguard 4	Jacob Fernandes (5)	15.50	10-25	Returning
Lifeguard 5	Jack Henderson (5)	15.50	10-20	Returning
Lifeguard 6	Molly Lashley (2)	15.50	15-25	Returning
Lifeguard 7	Jacob Rancourt (1)	15.25	15-20	Returning
Lifeguard 8	Hannah Lashley	15.00	15-20	New

They discussed an incentive program to reimburse for training to try and improve retention. Dan explored us offering the training ourselves, but it appears we need to be a licensed red cross facility. There may be other programs for certification. Tom suggested we would be in favor of paying 50% of the reimbursement (\$100?) at the end of each summer. Dan will look into this further.

We will also re-post the guard openings to try and attract more for this summer.

The commission discussed the rec program candidates. Alan DeAngelis, Jenn St. John, and Dan interviewed the candidates and are recommending hiring 28 in total. They discussed the candidates and interviews. They discussed the Rec Manager role and are recommending promoting Abby Benoit. They discussed Lindsey Spindel being promoted to Senior Counselor. She may have an internship and isn't sure if she can return. The sub-committee recommends hiring Lindsey as Senior Counselor but approving Jack Hughes as an alternate for the position if she declines otherwise, he will remain a counselor.

They reviewed pay rates and scales. Dan is recommending we increase Jenn St. John by \$1.25 which is more than the usual 75¢ raise. This raise is to align with the added work she does to help Alan run the program. The commissioners agree and support this request. AJ recommends we increase her pay to \$20, all agree and discussed the position has really evolved as the program has grown.

Dan made a motion to hire the following employees pending clear background checks, AJ seconded, and all approved.

Rec Program Staff				
Position	Name (Years of Service)	2022 Rate	Hours	Notes
Recreation Program Director	Alan DeAngelis (11)	25.25**	40	Returning **Will also allow his child to attend 3 days a week, same as last year (\$165/wk or \$1,650 total value)
Recreation Program Assistant Director	Jennifer St. John (4)	20.00	40	Returning
Recreation Program Manager 1	Rachel Dunlavey (4)	15.50	35-40	Returning*extra 25¢ for longevity
Recreation Program Manager 2	Abby Benoit (3)	15.25	35-40	Returning
Recreation Program Sr. Counselor 1	Isabella DeFrancesco (4)	15.00	35-40	Returning*extra 25¢ for longevity
Recreation Program Sr. Counselor 2	Rachel Goodwin (3)	15.00	35-40	Returning*extra 25¢ for longevity
Recreation Program Sr. Counselor 3	Timothy Reed (3)	15.00	35-40	Returning*extra 25¢ for longevity
Recreation Program Sr. Counselor 4	Lindsey Spindel (2)	14.75	25-35	Returning
Recreation Program Sr. Counselor 4	Jack Hughes (1)	14.75	25-35	Returning **ALTERNATE if Lindsey declines position otherwise will be counselor at \$14.50, see below

Recreation Program Counselor 1	Alyssa Crotty (1)	14.50	20	Returning
Recreation Program Counselor 3	Megan DeFrancesco (1)	14.50	20	Returning
Recreation Program Counselor 5	Jonathan Floris (1)	14.50	20	Returning
Recreation Program Counselor 2	Emma Guadagnoli (1)	14.50	15-20	Returning
Recreation Program Counselor 4	Jack Hughes (1)	14.50	20	Returning
Recreation Program Counselor 6	Julia Mistretta (1)	14.50	20	Returning
Recreation Program Counselor 7	Megan O'Meara (1)	14.50	20	Returning
Recreation Program Counselor 8	Payton Pomeroy (1)	14.50	20	Returning
Recreation Program Counselor 9	Hallie Arpin	14.25	20	New
Recreation Program Counselor 10	Sabrina Boyle	14.25	10-15	New
Recreation Program Counselor 11	Matt Caroll	14.25	10-15	New
Recreation Program Counselor 12	Samantha Chrabaszcz	14.25	15-20	New
Recreation Program Counselor 13	Madison Fairweather	14.25	10-15	New
Recreation Program Counselor 14	Isabella Gannon	14.25	15-20	New
Recreation Program Counselor 15	Madison Gannon	14.25	20	New
Recreation Program Counselor 16	Ava Larocque	14.25	15-20	New
Recreation Program Counselor 17	Rylie Loftus	14.25	10-20	New
Recreation Program Counselor 18	Iris Marcello	14.25	15-20	New
Recreation Program Counselor 19	Eleanor Poitras	14.25	20	New

The commission discussed the beach project. They discussed ADA work. Tom feels its important we get that work done while we are renovating the beach. All agree. Dan got a proposal from the engineer for an additional \$4,750. We can pay this from existing CPA accounts for ADA upgrades to the facility. CPA can also cover the ADA work when it's done too.

They discussed the gate options related to ADA. Dan met with Mr. Fence to get an estimate. Mr. Fence is going to price out a sliding gate for now to get the highest estimate for budgeting. They are recommending replacing the front completely, re-using the poles on the right and replacing the fabric, and doing nothing to the left side. They discussed materials.

The commission discussed the bathrooms. Dan thinks we could do a shared septic system in the park for the beach and re-build the beach bathrooms. All agree, we should explore this for a 2nd phase of the project.

Dan got some info on the playground area. The initial plan was 40x40 but the advice we are getting is to increase it to 50x50. Tom said we should just do swings and people can use the park across the street. They discussed the surface for the play area. The rough estimate is \$15k-\$20k. AJ agrees, all we need is a small structure, swings and a climber.

The meeting was adjourned at 12:32pm