

**Amherst Leisure Services Commission Meeting Minutes
September 25, 2018**

Present Ken Johnston, Sarah Marshall, Youssef Fadel, Becky Demling and Meg Rosa (chair)

Absent Nate Budington

Staff: Barb Bilz, Director

Call to Order Meeting was called to order at 6:35 p.m.

Minutes

- The minutes of the August 30, 2018 meeting were approved without amendment by a unanimous vote.

Director's Update:

Fields and Facilities

Amherst Center Recreation Working Group – Community Field Master Plan

- Draft final narrative and concept plans are completed. Another public forum is scheduled on October 4th at the ARHS.

North Common

- Community Forum took place on August 28, 2018. Weston and Sampson is working on the final concept plan.

Groff Park

Demolition is still scheduled for late October/early November, 2018. The Town is in the bidding process for Groff Park (<https://www.amherstma.gov/bids.aspx?bidID=264>) with responses due on October 10th. We are looking to order equipment as soon as possible as prices are going up. Nat Malloy reported that the committee was about 95% confident in the equipment selection. A tentative meeting date is scheduled for Tuesday, October 9th for the committee to review the selections, select colors, and identify vendors. They will also review the final bid plans.

Mill River Recreation Area

- Application for PARC grant has been submitted for renovations to playground, pavilion, and basketball court. We should know the results by November.

Staff

Vacant Position

- Interviews are in process for the Customer Service II position that will be shared with both LSSE and Central Services at Town Hall.

Programs

Sports

- There are over 100 children enrolled in the Ultimate Rec League and Clinic.
- There are currently 12 children enrolled in Ace Tennis (new fall program).

- Suburban Basketball and AYBL recruitment is underway as well as solicitation on sponsorships. Tryouts for Suburban Basketball begin on October 24th. We have established a goal of a total of 600 participants in our basketball programs this year.
- Field maintenance has been an issue because of the unusual rainy weather. Fields at Plum Brook were rolled and we are working with DPW to discuss fertilizing and seeding schedule for fields.

Aquatics

- The 2018-19 Middle School Pool Usage Agreement has been signed by all parties. Indoor swim lessons started on Thursday, Sept. 20. Open swim started on Saturday, Sept. 22.
- Enrollment in fall lessons is strong.

Golf Course

- Participation and revenues are down compared to last year for the same time period – down \$9,700. This is primarily due to the extremely wet weather we have had to date. We have had over 40 inches of rain as of 9/21/18.
- Cart lease is up this year. A new bid for a 2 year lease “Request for Quotes” will go out in the fall.
- Bridge washed out on hole #1 was reset into place.

Special Events

- 50th annual Halloween Fest planning and fundraising is underway. New activities to celebrate the 50th include:
 - Pharaoh’s Haunted Tomb
 - 50th Anniversary Scavenger Hunt (spotlighting local downtown businesses)
 - Food Vendors
 - Entertainment (two live bands)
 - Costume contest

Adult and Youth Education

- Fall classes are in progress. Enrollments are up from last year.

Outreach

- Program Outreach will take place in October. Programs include game nights, sports activities and fall planting days (programs were requested by the housing areas)

Other

Strategic Planning

- “Scope of Project” has been reviewed by the Procurement Officer. Currently working to identify pool of potential consultants. Goal is to get it out quote requests next week.

Capital Projects

- Painting of pool buildings will take place in the spring.
- Mill River basketball court renovation is on hold until we hear back from State regarding PARC Grant. CPAC funds allocated for the renovation of the courts are part of the match.
- Cherry Hill Club House - downstairs basement ceiling insulation and new outside gutter installation still scheduled to happen this fall.

Professional Development

- Stacey Lecuire and Donna Roy have taken and passed their exam for their Certified Parks and Recreation Professional examination. Chris and I will take ours in October.

Marketing

- Winter brochure/e-Brochure is in progress of development.
- Investigating MailChimp Premium Subscription in order to reach more people, receive analytics and target customers more effectively.
- Working to utilize Facebook boosts and Google Ads.

Community Visibility

- LSSE will have/had a presence at the following community events in late September and in October:
 - Amherst Block Party (BID) – provide program activities and information
 - Amherst Chamber After 5
 - Amherst Area Chamber Legislative Breakfast
 - Amherst Area Chamber Awards Dinner
 - Valley Kids Festival and Crafts Fair aka Apple Harvest Festival – provide program activities and information

Commission Member Comments

- A question was asked about the retention of the swing set on the lower level of the Groff playground as well as the slide. The Commission might make an official request to have the slide removed because of safety concerns.

Next Meeting

- The next LSSE Commission meeting is scheduled for October 30, 2018 at 6:30 p.m. It will be held at the LSSE office. **Adjournment**

Adjournment

- The meeting was adjourned at 7:25 p.m.