

**Amherst Leisure Services and Supplemental Education Commission Minutes
Wednesday, December 19, 2012
7:30 p.m. Community Room, Police Station**

Present: Stan Ziomek, Chair, Jim Brissette, Jon Foster, Maryanna Whittemore, AB Winograd, Linda Chalfant, LSSE Director, Alisa Brewer, Select Board Liaison

Call to Order: S. Ziomek called the meeting to order at 7:35 p.m.

Minutes

M. Whittemore moved and J. Brissette seconded the approval of the November 14, 2012 minutes. The vote was unanimous. J. Brissette moved and A. Winograd seconded the approval of the November 29, 2012 minutes. The vote was unanimous.

Update on CPA Proposal

L. Chalfant provided copies of two proposals submitted to the CPA Committee for funding consideration. The CPA Committee will schedule proposal presentations at a future date and Commissioners will be invited to attend.

Trees Report

A. Snow, Tree and Grounds Division Director, reported on the condition of trees in the parks and summarized the tree work his department had undertaken over the past year. He informed the Commission that Woolly Adelgid was infecting most of the Hemlocks in the valley. He stated he was considering replacing the Hemlocks removed around the Mill River Recreation Area Pool with a type of shade tree.

Field Maintenance and Playground Equipment Update

When discussing the scope of the work for the Tree and Grounds division, A. Snow stated he does not have enough trained turf staff for all of the work needed in the parks, fields and recreation areas. There is also a shortage of funds for turf supplies. The fertilizer budget for all of the fields is \$2,500.

L. Chalfant offered for LSSE to cover the cost of turf products for the Plum Brook Recreation Area this spring given the need. A. Snow reported the new Mill River Recreation Area playground equipment, funded by the Friends of Amherst Recreation, was recently installed. He also stated he does a safety walk of the playgrounds approximately once per month.

LSSE Commission Charge Review

The Commission reviewed the LSSE charge and an additional document that offered more details regarding the charge. The Commission asked L. Chalfant to research the 1982 minutes to try to determine how the LSSE Department and the LSSE name came about. A. Winograd asked if there was more background from the Town Meeting article to clarify the history of the department. It was suggested that S. Ziomek, M. Whittemore and L. Chalfant investigate the history further.

Discussion of Potential Capital Projects

Baseball safety netting to protect participants by the Mill River Playground was discussed as a need. Items currently on the capital projects list for this year's review by the Joint Capital Planning Committee were discussed. These items include a mower for Cherry Hill, a shade structure for the Mill River Pool and a field groomer for the upkeep of the youth and adult softball fields.

FY 14 Budget Updates

L. Chalfant updated the Commission on the results of the budget hearings with the Town Manager. The department staff would not be cut further. The LSSE Commission requested a \$75,000 reduction in the Recreation Revolving administrative fee for FY 14. While this will not be supported, the Recreation Revolving account reimbursement may be lowered by \$25,000. The \$25,000 reduction in the Revolving Account will be offset by a projected \$25,000 revenue increase within the Outdoor Pools budget as a result of opening a second pool.

Programs to Increase Youth Nonparticipation

L. Chalfant reviewed enacted and proposed changes for youth sports programs including; lowering the starting age for some sports, altering field locations, coaching changes and committing to greater marketing of programs via the newly expanded afterschools. Reviewing last year's minutes and ideas for changes was suggested.

Director's Report

L. Chalfant discussed the Director's Report. The report focused on winter program highlights, outreach and development and capital projects.

Next Meeting, Agenda Items, Adjournment

The Commission set the next meeting for Wednesday, January 16 at 7:30 p.m. Agenda item to include election of a Vice Chair.

Adjournment- J. Brisette moved and A. Winograd seconded that the meeting be adjourned. The motion was unanimous and the meeting adjourned.

Handouts included –November 14th Minutes, November 29th Minutes, December 19th Agenda, December Director's Report, LSSE Charge, LSSE History, Proposal to the CPA Committee for a Community Field Master Plan, Proposal to the CPA Committee for Improvements to the Mill River Pool.