

**LSSE Commission Meeting Minutes**  
**Tuesday, July 12, 2016**  
**Amherst Leisure Services Conference Room**  
**Approved as Amended 8-24-16**

**Present-** Vice Chair, Jon Foster, Jim Brissette, Nate Budington, Becky Demling, Meg Rosa, Linda Chalfant, Director

**Meeting Opening-**

Jon Foster called the meeting to order.

**Approval of the Minutes of 6-16-16**

M. Rosa moved and B. Demling seconded that the minutes from June 16, 2016 be accepted with two amendments in wording. The motion was unanimous with 5-0 in favor of the motion.

**Public Comment-** N. Budington asked that the Commission put pavilion policy review on it's August agenda. Questions about the lack of a wait list came up and whether or not Town Committees should have an announced period of time to reserve the pavilions before the public can reserve them.

**CPAC Report, *Jim Brissette***-J. Brissette reported that there would be one or two openings coming up on the CPA Committee due to term limits. J. Brissette also asked that a vote for the LSSE CPA Liaison be placed on the next month's agenda.

**Groff Park Discussion**

**Review of PARC Grant Proposal**-the proposal was not available so the Commission did not review it. The Commission asked that the proposal be sent to them as soon as the Planning office has completed writing it.

**Commission Letter for PARC Grant-** L. Chalfant provided a letter of support for the PARC grant and circulated it to members for signatures. The letter was then scanned to Nate Malloy in Planning.

**Review of Survey Feedback-** B. Demling took the surveys to rank them according to preferences indicated. B. Demling will share this information with all Commissioners and return the surveys at a later date.

**Report of Input Meeting Related to Groff Park-** not addressed

**Update on Wading Pool-** L. Chalfant reported that as of today the Groff Wading Pool was not open since he had not passed inspection. The Commission would like it recorded that if the new spray park is not operational by the 2017 swimming season, then they would like to know what the expenses of the wading pool would be to keep it operating for another year.

**Additional-**The Commission asked about whether or not a liaison from parks could attend a Commission meeting to offer priorities and further understanding.

## **Department Vacancies**

L. Chalfant reviewed general timelines for hiring a new Sports Director and a Business/Operations Manager. J. Brissette asked that the Commission be involved with the search committee when we get to the final selections for Sports Director.

The Commission was informed of Angela Mills's resignation from the LSSE Commission.

## **Director's Report**

L. Chalfant reported on staff member, Nate Valeri's involvement with the Community Use Agreements Training. J. Brissette offered that it would be important to share this information with the Recreation Center Working Group Committee. N. Valeri stated the training consultants suggested creating a budget of Town funds in order to fund the maintenance uses that arise out of joint use agreements.

## **Agenda Setting and Next Meeting**

The next meeting was set for Wed. August 24<sup>th</sup> at 7 p.m. at LSSE's Conference Room.

Agenda items- Pavilion Reservation Policy, CPA Liaison Vote, PARC Grant Proposal Review, Groff Park Survey Ranking,

L. Chalfant was asked to check on the appointment end dates for two terms for Commissioners. L. Chalfant will also check on the Citizen Activity Forms that are in the Town Manager's Office. A follow up item is to look at the way children are leaving from camp and signatures for parent pick up.

## **Adjournment**

B. Demling moved the meeting be adjourned. M. Rosa seconded the motion. The vote was 5-0 in favor of adjournment.