

Lynnfield Recreation Commission

Meeting Minutes

February 28, 2024

In Attendance:

Michael Cuddy, Kimberlee Kossover Hansen, Joe Maney, Frank Morelli, Gerry Noumi and Bob Relihan

Location: Lynnfield Meeting House**Time:** 7:00 pm

1. 7:07 pm the meeting was called to order by Michael Cuddy
2. The Meeting Minutes from 2/1/24 were approved. A motion was made by Cuddy and seconded by Relihan. Approved unanimously.
3. Old Business
 - a. Roles & Descriptions: Each Committee Member to develop their responsibilities by end of the year
 - b. Recreation Staff Outreach: Cuddy to reach out to Hazelton and Wein for an update.
 - c. Summer Staffing: Right now the focus is hiring the Director role. There is an application online and the committee will announce when we are starting to collection candidates for the summer. The Director will manage that process.
4. Programming Report
 - a. Ski Club
 - i. There is one more session on 3/1
 - ii. The Committee will survey in the future about additional skiing options.
 - b. Early Release
 - i. The laser tag event is covered for next Wednesday.
 - c. Father Daughter Dance on 3/2
 - i. As of 2/28, there are over 600 registrations.
 - ii. There are group of 7th grade mothers that volunteered to attend. Potentially, an approach to use for future years.
 - iii. The balloons and 360 photo booth vendor invoices are all set
 - d. Bowling on 3/3
 - i. As of 2/28, there are over 300 registrations.
 - e. Pickleball
 - i. There is a plan to paint additional Middle School tennis courts when the evening temperatures rise.
 - f. Recreation Commission and DPW to work through purchasing the nets and storage bins.
 - g. Refund Policy
 - i. In a future meeting, the Committee will review the policy. Potentially, a credit on the account for up to a certain amount and that the event cannot have already occurred.
 - ii. Noumi to reach out to Kate Connell about a recommended policy
5. Open Space Committee
 - a. Hiking Club: Discussions will occur in their 3/5 meeting.
6. Secretary Report

- a. Next meeting will be on 3/13. Will look into future dates to change.
 - b. Website Updates
 - i. Cuddy to share a list of the updates for the site with Noumi about the town league director contact details.
- 7. Leadership Update
 - a. A motion was made to nominate Bob Relihan as Vice Chairman by Noumi and seconded by Morelli. Approved unanimously.
- 8. Fields Update
 - a. Softball has reached out about putting tarps on the new softball fields.
 - b. Rec Junior: The guidance for the program will be that families debating attending Kindergarten can attend if they are age eligible for Kindergarten at the beginning of the school year
 - c. Fields Use Fee
 - i. The town league directors will be invited to a future meeting after the new Director is hired.
 - ii. The Fields Use FAQs will be reviewed in the next meeting to help clarify where the field use fees are allocated.
- 9. Treasurer Report
 - a. Invoices: Open invoices signed by the Commission for issuing checks.
- 10. Recreation Director Candidate Review
 - a. The Commission discussed the interview approach and questions for 3/6.
 - b. Noumi to follow-up with Bob Curtin on the agenda and posting.
- 11. Public Comment
 - a. There were no community members outside the Commission and Town Representatives in attendance to comment.
- 12. Adjournment
 - a. A motion to adjourn was made by Cuddy, seconded by Morelli and approved unanimously by the Commission.