

**ASHFORD PARKS & RECREATION COMMISSION
MEETING MINUTES
RECREATION OFFICE TOWN HALL
MONDAY, 3/13/2023 7:00 P.M.**

Call to Order: The meeting was called to order at 7:34 p.m. Ashford Parks and Recreation Director, Sherry York, was present. Members present were Andrew Doering, Dave Roston, Neil Gordon, and Amanda Holden. Members from the public were Stephen Galinat and Diane Wheeler.

- 1. Public to be heard, Welcome!:** Stephen Galian and Diane Wheeler expressed interest in joining the commission. Sherry York explained the process of how to become a member.
- 2. Financial Report-YTD Expenses and Income:**
 - a) Expenditures: 82.67% of the budget has been spent and this budget goes until June 30, 2023. The total amount spent is \$80,513 of \$133,000.
 - b) Revenues: \$21,665 dollars has been taken in so far. The expected total for the year is \$30,000. Adult Basketball is not yet incorporated into this revenue total. The fee was \$30.00 for 8 weeks. Active coaches had a reduced fee of \$15.00
- 3. Feb. Minutes reviewed. (Past minutes revisited as needed):** Minutes from the November 2022, January 2023, and February 2023 meetings were reviewed by the commission.
 - a) Dave Roston made a motion to approve the minutes from the November 2022 meeting. Neil Gordon seconded the motion, Amanda Holden and Andrew Doering were all in favor of approving the minutes from November 2022, therefore the motion passed unanimously.
 - b) Dave Roston made a motion to approve the minutes from the January 2023 meeting. Andrew Doering seconded the motion, Amanda Holden and Neil Gordon were all in favor of approving the minutes from January 2023, therefore the motion passed unanimously.
 - c) Neil Gordon made a motion to approve the minutes from the February 2023 meeting. Dave Roston seconded the motion, Amanda Holden and Andrew Doering were all in favor of approving the minutes from February 2023, therefore the motion passed unanimously.
- 4. Update on Commissioners/Alternates terms and roles:**
 - a) Commissioner and Alternate terms and roles were discussed. See the attachment from OnBoard which shows all current members and their calculated terms. The Board of Selectman appointed Dave Roston, APRC alternate, to the position of Interim Chairperson. Neil Gordon would be interested in the position and the possibility of co-chairs was brought up.

Old Business:

- 1. Budget Requisition 23/24 Update:** There is no new information on the approval of the budget. The budget is still waiting to be reviewed and approved.
 - a) Dave Roston and Sherry York have developed a new system with an excel workbook to retain all program data.
 - b) A discussion regarding an online payment system ensued as this is a goal that APRC has identified for the year 2023. The commission agreed that cash should be avoided and if taken receipts should be given.

2. Program Update:

- a) **Currently Running:**
 - i. **Tiny Tumblers:** 10 kids have signed up to participate
 - ii. **Indoor Pickleball:** 9 individuals have signed up
- b) **Starting this Month:**
 - i. **Swimming:** starts at the end of the month on Wednesdays.
 - ii. **Gymnastics:** There has been a strong interest in gymnastics. Only 18 kids can participate and over 20 had to be waitlisted. There have been scheduling conflicts due to the school gym being used.
 - iii. **Bus Trips:** On 4/29/2023 a bus trip to the Daffodil Festival has been scheduled. On 6/10/2023 a trip to Yankee Stadium to watch a Red Sox vs. Yankees game scheduled schedule.

3. Basketball wrap-up:

- a) **Instructional Basketball:** 20 kids participated in this program, and it finished last week.
- b) **Tournaments:** Ashford teams did well. The High School recreation teams finished strong. One team won the tournament.
- c) **Wrap-Up Meeting:** There is a wrap-up meeting with the League occurring soon. The different towns have a working meeting where they will discuss what went well and what needs improvements for the next Basketball season.
- d) **Finances:** Basketball did well financially, and the season's participation and income returned to pre-pandemic levels.

4. Parks Maintenance:

- a) **New Bids for mowing:** The previous individual who would mow and maintain the parks is no longer going to do so. A bid has been put out for a new company, however, there is anticipation that the cost will be much higher than in previous years. This was considered in the budget.
- b) **EHHD grant project:** The town received the EHHD grant that will provide funding for activities that promote active living in the community.
 - i. Discussion ensued regarding purchasing new soccer nets, pickleball nets, a ping pong table, and/or outdoor fitness equipment. Sherry is going to check on certain requests as the grant is used for community/recreational enhancement and potentially not for maintenance.

5. Update on After School Program- Dave Roston

- a) Currently, this program is still not approved by the Selectman's Office. However, last Tuesday Dave was notified that interviews could proceed. Catherine Silver-Smith, Sherry York, and an interview committee will be developing the questions and procedures to interview candidates. Individuals who applied will be notified in the following weeks to schedule an interview.

New Business:

1. Summer Concerts

- a) Sherry and Neil attended an Entertainment Showcase on 2/16/2023. During this time groups and bands can perform for towns to see and view if their music would be a good fit for their town. Neil and Sherry picked a couple that would be a good fit and provides a wide range of music styles.

2. Summer Planning:

- a) 4th of July: The potential of a concert was discussed on the 4th of July. There is a large concern that this will not be well attended due to the holiday weekend. Many families will be out of town or attending a family bar-be-que. There was mention of having kids who attend bike camp ride in the parade.
- b) Bike Camp: This is scheduled for the last week in June.
- c) Summer Camp: This is going to be a one-week camp. There is no definitive date yet.
- d) Vinny's Band Camp: The director of the Babcock Band would like to host a morning camp for older youth in town. This camp would provide the kids with music instruction and an opportunity for a performance with the Babcock Band on the last day. Individuals who participate would need their own instruments and previous playing experience.
- e) Camp Out – This event will occur at the end of the summer. There is no definitive date yet.
- f) Labor Day 10K- The previous racing company approached Sherry asking if Ashford would be interested in being the first leg of a 10K race. The other towns that would be participating in the 10K would be Chaplin and Hampton. The commission as for more details regarding this event.

Closing-Adjourn: Andrew made a motion to adjourn the meeting, Neil seconded the motion, and all other members were in favor. The meeting ended at 10:04 p.m.

Mission Statement

The Ashford Parks and Recreation Commission will promote and advocate for recreation programs, parks and facilities for the towns people. We believe providing these services will improve the quality of life and make Ashford a better place to live, work, and play.

Goals and Objectives

The Recreation Commission and Director shall list specific goals and objectives each year to guide their work in meeting this Mission Statement. These goals and objectives will direct their work, set priorities, and be a tool for evaluating effectiveness. This process will help the commission respond to the communities ever changing needs.

Recreation Commissioner's Responsibilities

- Attend monthly meetings (75%)
- Assist with programs and special events and projects
- Be eyes and ears in the community and represent recreational needs
- Report any problems or issues promptly
- Help to problem solve
- Guide and direct the program offerings
- Help with program ideas, planning, promotion, delivery, evaluation and modification.
- Participate in the budgeting process and be aware of its status
- Be a positive role model and promote volunteerism

Recreation Commission Chairperson's Responsibilities (in addition to the above list the chair person shall)

- Lead Recreation Commission meetings
- Submit minutes after the meetings (with in 2 days)
- Communicate regularly with the Director (at least every few weeks)
- Help to problem solve with the Director and Selectmen
- Be a positive public relations agent for the Department with all organizations we work with.
- Lead by example on projects and with special events
- Help to recruit educate and retain effective volunteers and Commission members

THE BENEFITS OF RECREATION ARE ENDLESS!

Board Seats

Enabled Seats

All Seats

History

Timeline

Member Name	Appointed By	Seat Name	Status	Appointed Date	Start Date	Calculated Term
Garth F Bean	Board of Selectmen	Seat 5	Active	4/18/2022	4/1/2022	4/1/2022 - 4/1/2027
(Vacant)	Board of Selectmen	Alternate Seat 2	Vacant			4/1/2020 - 4/1/2023
Amanda Holden	Board of Selectmen	Alternate Seat 4	Active	1/31/2023	1/31/2023	4/1/2021 - 4/1/2024
Dan Eric Kehoe	Board of Selectmen	Seat 1	Active	8/5/2019	4/1/2019	4/1/2019 - 4/1/2024
Leslie N Bizilj	Board of Selectmen	Seat 2	Active	8/5/2019	4/1/2019	4/1/2019 - 4/1/2024
Andrew T Doering	Board of Selectmen	Seat 3	Active	1/31/2023	1/31/2023	4/1/2021 - 4/1/2026
Neil P Gordon	Board of Selectmen	Seat 4	Active	4/18/2022	4/18/2022	4/1/2022 - 4/1/2027
David W. Roston	Board of Selectmen	Alternate Seat 2	Active	6/20/2022	6/20/2022	4/1/2022 - 4/1/2025



Steve & Diane