

ADOPTED

Waterbury Recreation Committee Meeting Minutes 5-8-2019 Second Floor- Waterbury Library

Meeting Began 6:45

1. Attendance

Committee Members

Present: Frank Spaulding, Paul Lawson, Phoebe Pelkey, Bill Minter

Absent: Diane Gildae, Barb Blauvet

Town Employees/ Officers: None

Guests:

Note taker: Phoebe Pelkey Timekeeper: Paul Lawson

2. Adopt Meeting Agenda: (5 minutes)

A. Motion: Paul Lawson

B. Second: Phoebe Pelkey

C. Discussion: None

D. Vote: Passed

3. Adopt Meeting Minutes of 4/10/2019: *See minutes on Town of Waterbury website.* https://www.waterburyvt.com/fileadmin/files/Recreation_files/2019_Minutes/Minutes_20190410.pdf

A. Motion: Paul Lawson

B. Second: Phoebe Pelkey

C. Discussion: None

D. Vote: Passed

4. Discussion of Rec Committee meeting format and schedule out meetings – Members are expected to read minutes, directors report, agenda prior to meeting. Comments/ questions can be made prior to rec meeting.

Upcoming Meeting dates will be

June 12, July 10, no meeting in August. Sept 11.

5. Discussion of the Directors Report:

Distributed by direct email to the Committee members for review prior to meeting. Copies for other meeting attendees were available at the meeting.

Members and attendees are encouraged to review recreation opportunities and calendar of events at the following Town of Waterbury Website:

<http://waterburyvt.myrec.com/info/default.aspx>

The Directors report is appended to the meeting minutes as presented.

Directors report and calendar events discussion will become separate agenda items in future meetings. Calendar will still be presented as a website link.

5. Old Business –

Selectboard Capital discussion from 5/6/2019 meeting (Frank) (5 minutes)

What would help the town and selectboard is a capital plan. A good thought out multi-year plan.

6. New Business –

Mapping exercise for the future of the Recreation Committee Including but not limited to the following areas.

Committee structure and mission, Facilities, Programming. List of current and ongoing initiatives and projects and status.

Facilitated brainstorming and capture on flipchart of the thoughts of the group. The statements below capture the deliberations of the group and do represent an official decision or opinion of the Recreation Committee group at large.

See upcoming agenda items below for next steps.

Flip chart notes

Committee Structure and role

Governance Document - Is adopted

- Will redistribute governance document to the board via meeting agenda.
- Check on Quorum rules
- Check for Mission statement
- Individual review.
- Questions can be asked at the next meeting.

Member recruitment-

- Create onboarding structure for new members
- We have a broadly committed group.
- Have space for added members but don't feel need to force recruitment.

Communication-

- Create opportunity for public input,
- Careful with limitations of control and supervision (related to committee role with Recreation Director and day to day operations)
- Coordinate invited groups at meetings with clear expectations of their needs.
 - Time needed
 - What is the request?
- The committee is a VOICE for the public (listening board)

Focused initiatives

Recreation/Community Center

- Appointee of committee to keep watch on the process.
 - Rec committee member to attend or check in with RW about the RFP. (Bill Minter)
 - Update will be a standing agenda item for meetings.
- Field Trips to view comparable facilities
 - Cambridge, UVAC, SHelburne Field House, Websites
- Develop list of
 - Program needs
 - Facility needs
 - Prioritize needs
 - Compare with what's available from the private sector
 - Coordinate with available assets (existing buildings, etc)
- Prepare presentation

Recreation Asset -

Town Rec asset Inventory

- Condition - Use - Life expectancy
- Plan for recapitalization
- Plan for improvement
- Maintenance

Community Recreation Assets

- Includes Private
- Public (Not town)
 - State
 - Neighboring towns

Holistic look at Recreation for the people of Waterbury

Ideas

- Land Trust
- Find and build on existing asset list (will be shared with next agenda)
 - Dedicate to someone ? (this item needs clarity)

Next Agenda: Continue mapping exercise for the future. Develop timeline for grand plan for talking with the select board and presenting a capital improvement.

Distribute with Next Agenda
Governance Document
Asset List

Adjournment at 8:00 PM

Motion: Paul Lawson

Second: Bill Minter

Vote: Passed