



TOWN OF AVON
2019 DEC 11 A 10:35
TOWN CLERK

Avon Park and Recreation Commission

65 East Main Street, Avon, MA 02322

Dan Hart Vice Chairperson	Carl Fischer Chairperson
Ben Chapman Commissioner	Stephen McCarthy Commissioner
Barbara Littlefield Commissioner	Jennifer Mayo Program Director

November 12, 2019

The Avon Park and Recreation met at 6:30pm with members Dan Hart, Ben Chapman, Barbara Littlefield, and Program Director Jen Mayo present.

Minutes from the October 22, 2019 meeting were approved.

Jen updated the board on the Teen Program. So far in November the teens have enjoyed a play at AMHS and Trivia night at the Civic Center. The play was well attended, trivia night was not due to a scheduling conflict with AMHS.

Early Childhood Playground

The installation date has been moved to November 23, 2019. Dan and Jen will be attending a playground meeting on Wednesday, November 13th. They will send the board an update on volunteers, food and plans for the installation day. Pesko will be out to the playground to look at the new space and determine how many timbers will be needed.

Dumpster (Miller Tracy)

Barbara made a motion to spend \$400 on a 15-yard dumpster to clean out the shed at the Miller Tracy Playground. Ben second the motion with all members in favor.

Dan will set a date, reserve the dumpster and let DPW know.

Butler Field

DPW sent an email to the board asking what they would like to do moving forward with maintenance to the Butler Soccer fields. The commissioners discussed both options presented and would like more information from DPW, cost? Timeline? Dan will talk with DPW and HAYSA to help with creating a plan.

AMHS yearbook request

The commissioners have asked Jen to follow up with the interim town accountant to find out if town funds can be spent on this type of request. Jen will update the board with an answer.

Avon Civic Association request

The ACA has sent a request asking for Park & Rec to pay for 2 portable restrooms for their Holiday Festival event on December 1, 2019.

Barbara made a motion to pay for 2 portable restrooms for the Holiday Festival on December 1, 2019. Ben second the motion with all members in favor.

Winter/Spring Program

Jen updated the board on the upcoming programs.

- Job descriptions have been drafted and sent to Mr. Enos
- Mr. Enos would like to run a winter program (Jan-April) and a spring program (April-June) this would allow for all half days to be staffed at the Civic Center
- The commissioners would like the spring program to only be for half days

Unipay

Jen has met with a representative from the company and we are looking to try online payments for the upcoming winter program. The Commissioners have requested that Jen reach out to town counsel to discuss how our waivers/medical forms would work with online payments.

Budget

The Commissioners have begun discussions on the upcoming budget. Dan and Jen will look to set up a meeting with the interim town accountant.

Barbara made a motion to remove the word summer, under the expense account, line item summer program expenses. Ben second the motion with all members in favor.

Jen will ask the interim town accountant to make this change.

Discussions

- Jen will research available grants for playgrounds/tennis courts
- The Commissioners have asked Jen to request the amount of money in the town's stabilization account
- Dan will contact Mr. Enos about turning on the spotlight facing the Miller Tracy Playground
- Jen updated the board on the Walmart grant, Gene from the COA has started the process

Respectfully submitted,

A handwritten signature in blue ink that reads "Jennifer Mayo". The signature is written in a cursive, flowing style.

Jennifer Mayo

Program Director

Avon Park and Recreation.