**MINUTES OF THE RAYNHAM PARK & RECREATION COMMISSION**

**Regular Monthly Meeting, August 4, 2020, 6:00 p.m.**

**This was a tele-meeting held remotely via RayCam, Raynham, MA**

In attendance: Chairman Jim Brow, Commissioner Chris Shaw, Director Tim McRae, Child Care Administrator Sarah Gluck and Program Coordinator as Recording Secretary Heather Nix.

The Chairman called the meeting to order at 6:10 p.m. Chris made a motion to approve the minutes of the July 7, 2020 Commission meeting. Jim seconded and a unanimous vote followed.

Old Business:

Tim gave a quick update of the Pacheco Basketball Courts. Stating that unfortunately people had been abusing the power of the fully opened courts, by not adhering to the rules and regulations put in place by the state in regards to the pandemic Covid 19. One-night last month Tim had a received a call/complaint stating that there was approximately 40-50 people on the court at one time. The date in question being the week of the July 15th. In response to the misuse Tim began keeping the courts locked during overnight hours. Opening the courts at the start of each day between 6:30 a.m. and 7:00 a.m. and closed the courts between 4:00p.m. -5:00 p.m. Tim then opened the discussion up to the Commissioners for suggestions on how to proceed in the matter. Which it was unanimously decided to fully reopen the courts, and if additional misuse the courts will be locked backed up.

In addition, following up with the discussion from last meeting about Reid Field, Tim gave an update that Economy Fence will be installing a 10-foot gate to block the access road to prevent people from going back there. Keys for access to this gate will be distributed amongst the Park and Recreation Department, Highway Department, and the Cemetery Department.

New Business:

The following field-use applications we reviewed and acted on:

1. Raynham Giants Youth Football - submitted their annual fall permit requesting the use of Bettencourt Field, Legion Field, and the practice field located behind Merrill School. This request is contingent on the ability to play this year due to Covid 19 restrictions. Chris made a motion to approve the permit. Jim seconded the motion and the two voted in favor.
2. RYBSA - submitted a request to use McKinney Field and the Merrill Baseball Fields for fall baseball to take place on Saturdays and Sundays for their little league, contingent on the running of the football season. Chris made a motion to approve Chad Gregory’s RYBSA permit. Jim seconded the motion and both voted to approve.
3. Lions Club – submitted a request looking for a One-Day Liquor License on September 18, 2020 for a luncheon following their golf tournament Chris made a motion to send a letter of recommendation to the Selectmen to approve their one-day permit. Jim seconded the motion and both voted in favor.
4. Monday Night Church Softball League – Reached out Tim to ask if their field rental fee could be adjusted. Their original fall permit was approved for the Spring for use on Monday Nights from April to August with a full season fee of $775.00. Due to the pandemic their season was compromised and was allowed to begin playing in July. Due to circumstances Chris made a motion to reduce the leagues fee from $775.00 to $100.00. Jim seconded the motion and the two voted to approve.

Administrative Assistant Position – Tim reported that he had to recreate and make additions to the Administrative position to post since there wasn’t one that could be found in conjunction with length of SJ’s tenure with the department. Tim also stated that he was looking to post the position by the end of the week or the beginning of next week, out of respect for SJ. The position will be posted internally to all union members first. The commission stated that the job description looked good and asked what the hiring process for the position will look like in regards to interviews and filling the position. Tim stated that he would like to do two rounds of interviews. He would like to do the first round, to meet all the applicants and ask questions. He would then like to bring in the finalists, if the commission would like to be there, they are welcome, but would also like the applicants to meet the rest of the departments staff to ensure a who ever is brought in will be a good fit. Commissioners Chris and Jim both mentioned that they would like to be involved in the process during the finalist portion of the process.

Commissioner’s Reports:

Jim inquired who turns on the lights at the Borden Colony Softball Field. Tim assured him that the Presidents of the leagues have a key to the shed and they are responsible for turning on and off the lights.

Tim reported on the following:

* For the Capital Planning Agenda for next months meeting we are looking to replace the fence at Griffith Field and the Community Garden, and reminded the commission that we still have our money for the dog park site.
* A BIG Thank you to Nick Winters from troop 79 (pictures were sent to the commission) for creating and installing the new Cornhole Court. He did a wonderful job, and the department is looking forward to having a Cornhole League/Tournament.
* Yukon will be assessing a couple of the fields on either Thursday or Friday morning of this week. There are problems with some of the sprinkler heads on the Burke and Griffith soccer fields, causing them to burn up a little bit with the lack of rain.
* Raynham is now in the moderate category for triple EEE. In response was emailed out to all leagues and Community Garden members about being vigilant on using bug spray, an addition will send out any updates as we move forward.
* Marc Acardipane just painted the daycare this week. They were in and out of there quick, and did a great job for us.
* As of right now we are waiting on the school’s plan of what that is going to be, whether all remote vs. hybrid. If they decide to go all remote the we will not have daycare until they return back to school. If they decide on the hybrid model the child care is set up for before and afterschool on the days that the children attend school.
* The department has ordered “Park and Rec.” masks for the staff.
* The department has ordered 65 desks for the child care in order to be in compliance with the regulations to keep the children spread out. Hopefully they will be arriving by the end of next week. We had to go with the only vendor that guarantee the desks to be here before the start of the school year. All other vendors were on backorder at this time.
* In addition, we have been notified by the schools that they will be using the gym area for storage and supplies. So, we are losing some of our gym space at LaLiberte School, and all of the space at the Merrill School. Since we are losing a considerable amount of space 2 televisions will be put up at the LaLiberte School, and Merrill already has one to help entertain the children during inclement weather and cold months.
* Mulch has been ordered and will be delivered either the week of August 17th or August 24th they will be calling me tomorrow to confirm one of those dates.
* We have also been notified by the schools that all school building will be closing every day at 6:00pm throughout the entire school year. Which will affect all evening programming, and the Rec basketball league maybe cancelled this year.
* We briefly spoke with the President of the Lion’s Club about possibly doing some afterschool programs there, and once the work at South School is completed, we will move all afterschool activities over there.
* We have been running some good programs over at the pavilion at the soccer fields this summer and have one more coming up in a couple weeks.
* The Park and Recreation Department’s parking lot has been lined for the first time. We have 3 official parking spots and 1 handicapped spot. One negative with the lining of the spots forces us to park under a tree that does damage vehicles. In response that tree will be taken down next Tuesday.

Tim mentioned the loss of coworker SJ - Since the day we had to call in a wellness check, it has been very weird in the office with the loss of SJ. The atmosphere has been much different now. She always did a wonderful job for us. Chris added, she has been a staple for Park and Rec. for many years. We appreciated all of the work and all that she did, and she will be missed.

The Meeting was adjourned at 6:31 p.m.