



**Walpole Recreation Committee  
Meeting Held on January 8<sup>th</sup>, 2020  
Blackburn Hall - 6:00 p.m  
30 Stone Street - Walpole, MA 02081**

**Recreation Committee Present**

***Regular Members***

*Present*

- Joseph Grant, *Chairman*
- William Buckley, *Vice-Chairman*
- Annelise Fair
- Michael McGrath

*Not Present*

Richard McCarthy

***Associate Members***

*Present*

- Jeffrey Hutnick
- Douglas Shea

*Not Present*

Lorraine Dundon  
Brad Hickey  
Umesh Kumar

**Staff Present**

- Brendan Croak, *Recreation Director*

**Call to Order**

Chairman Grant called the meeting to order at 6:01 p.m.

**Director's Report**

***A. Department Update***

**Winter Programming**

Director Croak mentioned that winter programming opened up in mid-November, and programming finally started up the week after the Committee's December meeting. Fall and winter months are historically slower with regard to the amount of revenue and activity taking place. Director Croak did mention that registration for Session 1 of *Saturday Basketball* is up just over 4% from 2018's registration numbers. Session 2 starts up in February and runs for five consecutive weeks.

- Previous Month at the Recreation Department

Director Croak made reference to various reasons as to why revenue for the month of December was down from 2018. One major cause was that In 2018, revenue received from the summer sessions of Driver's Ed was not initially received until December of 2018, which skewed the numbers a bit for 2019, as revenue was received earlier in the fall of 2019.

The holiday season impacted enrollment for our *Vacation Rec* program that typically takes place in December over the holiday break. Due to the holiday occurring in the middle of the week, the program was cancelled due to lack of enrollment. Director Croak made reference to other instances that when holidays fall in the middle of the week, there is a slight decrease in enrollment as families tend to take extended vacations.

- Spring Brochure / Programming Schedule

Coordination for spring programming currently underway. All programs will be due for review at the end of this month. The brochure is scheduled to be sent to the printer just before our next meeting, and should be in mailboxes around February 21. Registration is scheduled to open on Monday, February 24, with programming starting up a month later on Monday, March 23.

- Summer Programming Sneak Peek

The Department has begun contacting some of their vendors to lock down dates for our summer sports camps. A flyer will be released shortly that gives the dates of some of the Department's larger programs such as *Walpole Woods*, *Little Rec'ers*, and *Summer Academy*. Dates have been finalized for those programs, but we're more interested in letting people know that summer programs are, in fact, happening, and that more information will be released as soon as possible. The plan is for more of the Department's summer programming to open up with spring registration, while clinic and sports camp information will be released shortly thereafter.

- Upcoming Events / Programs

The Department will be holding its first *Petting Zoo Party!* On Sunday, January 26 from 11:30 a.m. - 1:00 p.m. for kids in Grades K - 2. *Animal Craze Traveling Farm* will be coming to Blackburn with some of their animals for a makeshift petting zoo in Lower Blackburn. Space is limited to 25 kids with seven currently registered. Smaller numbers will ensure a more intimate event for people to enjoy.

The Department will also be collaborating with the Council on Aging for a *Valentine's Day Card Making* program taking place at the Walpole Co-Operative Bank South Street Center on Friday, January 17 from 10:30 a.m. - 12:00 p.m. for ages 5 - 12.

## **New Business**

- Fields Subcommittee

The Committee discussed a date for a potential Fields Subcommittee Meeting to occur prior to the spring season. Director Croak suggested that the meeting take place prior to February's Recreation Committee meeting. The meeting date would be subject to the availability of staff members of the Parks Department, as Director Croak mentioned that the bulk of discussion at this meeting would center around the maintenance program that the Parks Department has in place for the public fields in town. Other items to be discussed would be an overview of the revised Field Permit and Field Policies.

## **Old Business**

### ***A. Registration/Website Platform***

- Director Croak mentioned that a demonstration of the registration software was originally scheduled to take place at tonight's meeting. However, due to scheduling conflicts, the representative from CivicRec has postponed the demonstration to February's meeting.

## **Minutes**

- On a motion made by Vice-Chairman Buckley, seconded by Mr. McGrath, the Committee voted 4-0-0 to approve the meeting minutes from the December 11<sup>th</sup> 2019 meeting.

## **Public Comment**

- None

## **Adjournment**

- On a motion made by Vice-Chairman Buckley, seconded by Mr. McGrath, the Committee voted 4-0-0 to adjourn at 6:29 p.m.