

MINUTES
December 19, 2005

I. Call to Order - The Recreation Center Committee meeting came to order at 8:45 a.m. in the Town Hall Council Chambers. Present were Chairman Fred Pfohl, members Barbara Piquet & Tracy Simms, Recreation Director Rosemary Burnett & Town Manager Michael Boaz.

II. Review Minutes from December 08th, 2005 – Mrs. Piquet moved to adopt the minutes of the December 12th Regular Meeting as submitted. Chairman Pfohl seconded the motion and it passed unanimously.

III. Discussion – Recreation Center – Ms. Burnett updated on the equipment that has been delivered such as tables and chairs and various pieces of fitness equipment. Ms. Burnett informed The Committee that she had sent information to Mrs. Adams, the decorator, about Living Room furniture options at Sam’s Club. The update on the registration software is that Ms. Burnett has put Keith Greene from All-Thec in touch with Vermont Systems & Saratoga to work out the hardware details.

The woodwork has begun in most of the rooms, but is not complete. The humidity rating is still above 5% and complete instillation is still at least 6 weeks out. The date for substantial completion is Dec. 31st. The contractor will not be able to meet this date because the floors will not be down and that is a substantial portion of the building, Mr. Boaz doesn’t feel that they will be able to get a Certification of Occupancy at this point. Ms. Burnett also mentioned that she and Mr. Boaz were going to Lowe’s to purchase a refrigerator and microwave for the catering area and to price cabinets for the Child Play Area. Ms. Burnett also mentioned that at this point she will be ordering other smaller items for the building and soon starting on the facility paperwork; also defining the other positions for the Recreation Center to get them advertised.

Mr. Boaz brought up the Satellite TV quote for the Committee to make a decision on. They clarified the number of TV’s for the facility as 5; two for the fitness room, one for the Multi-Purpose Room, one for the Child’s Play Area and one for the Living Room. The Committee decided on the Business Value Plan from Direct TV which provides ESPN.

The next meeting is scheduled for Friday January 6th & Friday the 20th. There was a short discussion about the fitness equipment that had already been delivered; it will be moved by Advantage Fitness on the 9th with the other deliveries.

Ms. Burnett also added that as she is able to get the Standards of Procedures, Risk Management, Insurance coverage information detailed she would be running them by The Mayor/ Town Manager/ Town Attorney/ & The Recreation Committee. This will be a timely process.

V. Adjourn – Upon a motion by Chairman Pfohl, seconded by Mrs. Piquet the meeting of December 19th was adjourned.

Respectfully submitted,

Rosemary Burnett