

Enfield Recreation Commission

September 15, 2021

Minutes

In-Person Meeting called to order at 7:00 p.m.

Location: Enfield Town Hall, 23 Main Street

Attendance: Bridget Labrie, Mascoma Valley Parks and Recreation; Jack Wozmack, Interim Town Manager; Matthew Young, Emily Curtis, Amy Stewart, Joel King

Excused: Keli Green, Ed Winters

Business

Approval of Minutes

The meeting minutes from 8/15/21 were approved unanimously with no amendments.

Emily & Matt review meeting with Master Planning Committee

Emily and Matt reviewed the information presented on behalf of the Recreation Commission to the Master Planning Committee (MPC). Members of the MPC noted that 'Recreation' is an individual element of the Master Plan, but that it is not the current focus of the Committee and work on that section will come at a later time. It was noted that the Recreation Commission was invited to submit 4-5 questions to be sent out with the weekly survey that MPC sends out to the community and/or the written survey that is planning to be distributed in the near future.

Members of the Commission acknowledged that written surveys would not have data available until after the current budget year and agreed to focus on questions for the weekly survey.

Acknowledging the timeline for the budget proposal is more time sensitive, the Commission chose to focus their conversation on finalizing details for the 2022 budget proposal and moved on to the next agenda item.

Review Materials and Process for the 2022 Budget Proposal

Members of the Commission discussed the range of salaries for recreation directors within the region. Commission members agreed that a \$50,000 salary would be within the appropriate range for the area and scope of work outlined for the full time Recreation Director position. It was noted that the number was not a given or final amount that would be offered, but gave a range for the Interim Town Manager to focus on. It was also noted that the recommendation was only for the salary range and did not include the Town's benefit package.

Members of the Commission agreed to review and add to the Job Description document regarding the full-time directors position to be reviewed at the next meeting.

Next Meetings:

- Wednesday September 22, 2021 at 7pm - Job Description finalization, Enfield Town Hall
- Wednesday October 20, 2021 at 7 pm, Enfield Town Hall

Action Items:

- Bridget and Ed collect and disseminate estimated revenues for 2019 to Commission members.
- Bridget and Ed put numbers into Budget Development for 2022.
- Emily/Bridget will share the Recreation Department expenditure report with all members of the Commission.
- Emily will share the Job Description document which will help shape the conversation for the 9/22 meeting, prior to submitting it to the Interim Town Manager.

Adjournment

The meeting was adjourned at **8:59** pm.

Respectfully submitted,
Emily Curtis, Chair of Recreation Commission