**Tri-Town Beach Commission**

**Tuesday, January 9, 2023**

**4:00PM**

**Deerfield Town Offices**

**MINUTES**

Present: Diane Kolakoski, Kenneth Cuddeback, Patriciaann Telega, Marc Bussiere

Absent: None

Ms. Telega called the meeting to order at 4:03 PM

**Public Comment**

Public Comment was given by David Taylor and Kelly Liimatainen questioning the process used to inform lifeguards about their employment status for the coming swim season. The commission shared information on the process at the close of the 2023 summer season which asked for feedback from staff and commissioners on employees during the season. The feedback was compiled and discussed by the commission.

The commission informed the public that specific employees could not be discussed in a public meeting since they are minors. Conversation was had about the notification of staff as to their status. Communication at the end of the year was made via text messages. Some staff were told they were re-hired for the 2024 season while others were told they could re-apply. The commission agreed that communication needs to be consistent to all employees and will be improved for the 2024 season.

**Scheduling 2024 Season**

Patty discussed the process of scheduling staff for the coming season. With the beach open nine hours per day and the need to have a minimum of two guards on duty at all times, shifts need to be scheduled to overlap. There is also the need to properly staff for coverage during swim program lessons and to have three guards on duty when day camps are at the beach. The plan is to cut back on gatekeeper hires and increase our lifeguard staff.

**FY2025 Budget**

Ken reviewed the draft budget he had prepared for the meeting. The budget provides for six lifeguards and one gatekeeper for the season and assumes an 85 day season which will begin with Memorial Day and run through Labor Day. Lifeguards will be scheduled on duty every day from 10:00AM – 6:00PM. The budget projects revenue of $10,900 from gate receipts, camp permits, field rental, and miscellaneous rentals. $4,000 is budgeted for treatment of the vegetation pending approval of our management plan by the state. Overall expenses are proposed in line with FY25 estimated end of year totals. The total proposed budget shows $55,575 in operating expenses ($40,100 payroll and $15,475 expenses). Ken still needs to review his projections to finalize the budget but feels that the budget as presented is a conservative one.

*Motion made by Patty Telega, seconded by Marc Bussiere to approve the FY2025 budget not to exceed $55,575. Motion approved 4 – 0.*

Vote

Ken Cuddeback - yes, Diane Kolakoski - yes, Patty Telega – yes, Marc Bussiere - yes

**Dock Proposal**

Ken discussed the latest proposal from EZ Dock to furnish a new dock system that will include ten 5’ x 10’ dock sections and an access ramp to provide 100 feet of dock along the east side of the swim area. The quoted price is $30,866.20. The commission agreed that the cost of the project will be split evenly between Whately and Deerfield and that funding proposals should be submitted to the Community Preservation Committees in both towns.

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**Dock Proposal (cont)**

*Motion made by Patty Telega, seconded by Marc Bussiere to apply for $16,000 CPA funding from Deerfield and Whately for total funding of $32,00 to purchase a new dock system as quoted. Motion approved 4 – 0.*

Vote

Ken Cuddeback - yes, Diane Kolakoski - yes, Patty Telega – yes, Marc Bussiere - yes

**SWEC Update**

Ken reported that he has contacted SWEC about proceeding with a survey of the pond in the spring of 2024 to complete the submittals to National Heritage during the current fiscal year. He is awaiting further communication from SWEC.

**Adjournment**

*Diane Kolakoski moved to adjourn with Patty Telega seconding. Motion Approved 4- 0.*

Vote

Ken Cuddeback - yes, Diane Kolakoski - yes, Patty Telega – yes, Marc Bussiere - yes

The meeting adjourned at 5:30 PM.

Respectfully submitted,

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Kenneth Cuddeback

Attachments:

Draft Proposed TTB FY25 Budget, 1/9/24

Draft Expense Summary 2022-Present

Proposed Deerfield Swim Program Budget