



TOWN OF MENDON

PARKS & RECREATION DEPARTMENT

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Meeting Date: 3/9/17

Meeting Location: Mendon Town Hall

20 Main St. Mendon, MA

Minutes Approved: 3/20/2017

Members Present: Dan Byer, AJ Byrne, Tom Belland

Parks Director: Dan Byer

Others:

The meeting was called to order at 6:32pm.

The commission conducted the following interviews. Commissioners asked each candidate a stock set of questions

1. What is your previous work experience?
2. What is your availability?
3. How many hours are you interested in working?
4. Why should we hire you?
5. What are your thoughts on teamwork, how have you used teamwork in a previous position?
6. How do you take direction?
7. Do you have any questions for us?

6:35 – Jack McCarthy – Snack Shack/Rec

The commission interview Jack McCarthy for the Snack Shack position and the Rec Program. He has experience working at the Greenhouse Pub and the Hopedale Country Club. He has done all different jobs from cooking to dishes. He also worked at a go-cart track. He is available all summer with a few small weekend vacations planned. He will continue to work 1 night a week at the Greenhouse. We should hire him because he works well with people and is good under stress. He also has a car and drives. Tom asked why he wants to work for the beach instead of the Greenhouse. Jack explained he's rather work with ids closer to his age and in a more outdoor environment. He is willing to work as many hours as needed. Teamwork is important because it gets the job dine faster and is more effective. He prefers working with others. He also takes direction well and would ask for clarification if he did not understand.

6:42 – Luke Tempesta – Maint

The Commission interviewed Luke Tempesta. He has experience with landscaping with a local contractor as well as general construction labor. He is in school for criminal justice. He is in college and will be available M-F with no vacations planned. He has 3 years of general construction labor and landscaping experience. We should hire him because he has a lot of experience maintaining and taking care of properties. He things team work is essential and gets the job done more effectively. He is willing to work as many hours as possible. He is fine taking direction. He worked with his friend, Chris Bechara

doing landscaping and there were no issues taking orders from someone the same age. Dan asked about the pay and explained that our starting rate was only \$11/hr, Luke says that is fine.

6:50 – Silvana Reid – Rec.

The commission interviewed Silvana Reid for the Rec Program position. She does to BVT and has no vacations planned. She has experience working for an adaptive ski program that taught skiing to disabled children. We should hire her because she has experience working with kids and in outdoor environments. She has more than basic daycare experience and has worked with kids in a large age range and differing backgrounds. Team work is essential to keep organized. In the skiing job she used teamwork to supervise the kids and they had interns. She has no issue taking direction and can work with everyone. She is not CPR certified but is willing to take class. She is willing to work as many hours as possible. Tom says he knows Silvana from BVT and she is a very talented machinist. AJ asked about her future plans. Silvana says she wants to go into bio-medical engineering.

Dan asked AJ for his opinion on interned based CPR classes with no face to face instruction. AJ says he doesn't like them. He says Just A Wee won't accept that type of training. He thinks the face to face instruction is important to learn the skills.

7:00 – Jacob Fernandes - Guard

The commission interviewed Jacob Fernandes for the lifeguard position. He has experience on a competitive swim team. He also works as a lifeguard at a YMCA in Woonsocket. He has experience as a aid in swim lesson classes. She has come conflicts and needs Thursdays and Sunday afternoons off. He would be looking for part time hours. He is in the electrician shop at BVT. We should hire him because he has lifeguarding experience, enjoys it, and has been swimming for 5 years. Teamwork is important when lifeguarding. In lessons he partners with the instructor to demonstrate skills. He has no problem taking direction and would ask for clarification if needed. Dan asked about this other position. Jacob says he would continue in the winter and maybe part time in the summer.

The commission discussed the lifeguard positions, hours, and scheduling.

7:10 – Peter Pontzer – Maint

The commission interviewed Peter Pontzer for the Maintenance position. He has work experience at Papa Ginos. He has also volunteered doing landscape work in Town with Kathy Schofield. He is familiar with the town properties. He also worked at Game Stop. He is available and has no vacations planned. He wants as many hours as possible. He also worked for 4+ years with Jon O'Brien's landscape business. He has experience with stand on mowers, blowers and weed whackers. Teamwork is valuable to accomplish tasks. In his biology lab at school they have to work together to complete projects. He is fine taking direction as long as the management is respectful. Dan asked about his experiences working with Kathy Schofield. Peter says he helped to clean up Founder's Park and the islands as well as work on the Olney Cook Shop.

The commissioners discussed the candidates. All agree they are excellent. The commission reviewed the list of open positions. Dan says there are 2-3 positions for the rec program. All the staff are returning. However Katherine and Steph will need some time off for college, so we might be better off hiring 4. The commissioners agree that hiring more staff with less hours might be better. AJ says we should keep in mind the younger employees will be around longer and we want to have some consistency. The Commission looked at the candidates and selected the ones they would like to hire. Dan explained there are still 2 more interviews left.

The commission discussed the lifeguards. There are 3 open spots. Dan explained that one applicant pulled her application before we interviewed her. Tom is concerned that Jacob seems young and

maybe less experienced. Dan suggests offering him fewer hours since he has second job anyways. Dan says we may still need more lifeguards depending on vacations.

The commission discuss maintenance. All agree that Luke and Peter are very strong candidates. Tom says we should be looking out for a future replacement for Tyler if he leaves. Dan explains there are 2 spots but Jimmy (returning) can only work 3 days. He suggests hiring 5 and running fewer days. This will avoid burning them out as well. Tom and AJ agree. They discuss the Hiltons. All agree they are good candidates but we may not be able to hire both for the rec program. Tom and AJ suggest offering Jon the maintenance position instead

Dan discussed the snack shack position. He says there is 1 spot as David is returning. Dan thinks Jack is the best candidate for the position since he is older and has actual restaurant experience. Dan says Trevor would be good to but Jack has more experience.

Tom discussed a proposed irrigation well by Nipmuc Youth Baseball. They would like to install an irrigation well on Veteran's Park and a sprinkler system for Grant field. All are in favor. Dan has some issues with the location. He thinks it would be better, closer to the parking lot as a well drill rig will destroy the field as well as issues mowing around it. Tom agrees. Dan got some info on well permits from the Board of Health. They will need a stamped plan. Dan suggests Parks apply for the permit and ask the BOH to waive the \$100 fees. Tom will talk to Baseball and get the information together. Tom explained the plan would be to install a well that could serve a future irrigation system for Grant and Tetreault.

The commission discussed the AED's. AJ talked with Mike Plumb again and they would prefer the AED's be more accessible. The issue is securing them. The commission did an internet search and located a few locking cabinets with combo locks. Dan will research and get more info.

The meeting was adjourned at 8:30pm.