

Town of Sheffield
Board of Selectmen
Parks & Recreation Facilities Subcommittee Working Meeting

Virtual Meeting: Friday, April 3, 2020

Meeting Minutes

Attendees: Martin Mitsoff

Rene Wood

No Members of the Public Attended

The virtual working meeting was called to order at 2:45pm to discuss the subcommittee's task of providing recommendations to the Board of Selectmen on how the town's parks and recreational facilities should be made known and available to the public and how to handle reservations for the same.

In the ensuing discussions, it was decided a Parks & Recreational Facilities listing should be included under the Town's website Department pull down, the current listing for Recreation Committee under Boards should be removed and the Recreation Committee listing also be removed from the Boards pull down.

The subcommittee discussed how to make the new title – Parks and Recreational Facilities – website page visitor driven and self service, including learning about what parks and recreational facilities are available; photo(s) and descriptions of each facility; seamless website navigation from finding out about a facility to submitting an reservation application, complete with other required permits; and being aware of the policies regarding such facilities.

It will be recommended all facility reservations now be centralized in the Town Administrator's office. The subcommittee felt there was no longer a need for a Recreation Committee, noting this committee has suffered from a lack of membership for many years.

It was suggested Fred Harwood be asked to take photos of the Town's three main recreational facilities for potential inclusion on the webpage. M. Mitsoff volunteered to edit the documents discussed as part of this working meeting. The subcommittee will work to submit its recommendations to the full Board of Selectmen at its next working meeting.

The meeting was adjourned at 3:04pm.

Respectfully submitted,

Rene Wood



Meeting Materials:

draft parks website facility reservation 3-31

Parks & Recreation Facilities Subcommittee Working Meeting Agenda