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SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

RECREATIONAL TRAMWAY BOARD

MEETING MINUTES

May 22, 2024 @ 9:00 a.m. until approximately 10:00 a.m.

Division of Occupational Licensure

Meeting called to order at 9:01am

Roll Call:

Jeff Crowley, <i>Chairman, Owner of a rope tow</i>	Present
Daniel Kilburn, <i>Designee to the Commissioner</i>	Present
Paul Maloney, <i>Owner of a Tramway</i>	Present
<i>Vacant Seat - Rep. of Tramway liability insurance company</i>	
<i>Vacant Seat - Representative of Ski Clubs or Others who Patronize Recreational Tramways</i>	

1. Discussion/Vote of Meeting Minutes for:

- i. December 22, 2023
- ii. January 12, 2024

Board Counsel Jamie Dalton informed the board members that the minutes had not been approved by staff due to conflicting demands and that they would be voted on by the board at the next meeting.

2. Discussion/Votes for Southwick Zoo:

- i. Annual License Application for RTB-004

Daniel Kilburn reviewed the submitted application with the other board members. Jeff Crowley mentioned one item of concern was an evacuation that was done some time ago at the Southwick Zoo. This was discussed with board members, and they decided that this was an incident that was handled properly. Paul Maloney mentioned that the Southwick Zoo's insurance policy expires on 07/07/24. Dan Kilburn stated that staff is aware of this and will make sure a new insurance policy is obtained prior to expiration. Dan Kilburn made a motion to approve the license application for the Southwick Zoo effective May 25, 2024, Paul Maloney seconded the motion. All board members voted in favor and the motion passed unanimously.



Jeff Crowley inquired with staff if the vacant board seat for a Representative of Tramway Liability Insurance is going to be filled. Board Counsel Jamie Dalton informed the board members that the spot is still vacant, and that staff can inquire about any updates and report back.

3. Discuss Matters not reasonably anticipated 48 hours in advance of meeting.

Jeff Crowley made a motion to adjourn the meeting seconded by Paul Maloney. All board members voted in favor and the motion passed unanimously.

The meeting was adjourned at 9:09am.

If you need reasonable accommodations to participate in the meeting, please reach out to Cheryl Yebba at 617-701-8711. While the Board will do its best to accommodate you, certain accommodations may not be available if requested immediately before the meeting.