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TOWN OF NORTH READING  
*Massachusetts*

**Parks and Recreation Meeting Minutes of  
Monday, April 8, 2019  
Town Hall, Room 5 at 7pm**

**Attendance:**

**Committee Members:** Ron Kern (RK), Pat Filmore (PF), Rita Mullin (RM), Rick Arington (RA), Sheila Sturdevant (SS)

**Staff:** Maureen Stevens (MS), Marty Tilton (MT), Lynne Clemens (LC), Maria Brown (MB)

**Tardy:**

**Absent:** Sergio Coviello (SC), Billie Luker (BL)

**Call to order:** 6:56pm; Quorum, called by RK

**Audience of Citizens:** None.

**Acceptance of Minutes:**

RM made a motion to rescind prior motion of March 4, 2019 meeting on dugouts and accept the following:

“Motion to accept donations for the dugouts by the North Reading Youth Girls Softball League. NR Schools have final decision on plaque on said dugouts to be consistent with school committee signage.”

**(RM) Made a motion to accept the March 4, 2019 minutes with amended motion above.**

**(SS) Second the motion.**

**Approved: 5 Opposed: 0**

**Abstained: 0**

**Motion: PASSED**

**NEW Business:**

Discussion was had on whether we should or should not charge “special hardship permit requests”. P&R was approached by an individual looking to run a fundraiser for a local family, but asked for no charge for the permit. After discussion it was determined that the Town puts P&R in a position where we are in charge of upkeep, maintenance and improvements to the park. We are limited with permitting and raising funds if we do not charge fundraisers and non-profits, which are a great deal of our permits.

It was agreed by all to charge all permit requests a fee.

**OLD BUSINESS:**

- **Walkways at IRP:** EJ Paving will be paving around Recreation Center in April. Half mile loop to be completed in June and walkways around IRP in July.

## **Parks & Recreation Meeting Minutes**

**Monday, April 8, 2019**

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### **Parks Director: (MT):**

- **Trailer/Shed purchase:** RM – sub-committee met today to discuss and vote on which shed to purchase. 3 to 1 voted for the Victorian Cottage. RM was interested in meeting to possibly discuss further the two final choices (Victorian Cottage and Gambrel). It was determined that a Special Meeting to present and Vote on the two final choices and finalize color (green/gray).

Budget: \$25,000, price of shed \$14,300. Our plan is to also add electric so we can put freezer and refrigerator in shed.

### **Recreation Director (LC): Not present.**

- MS - Spring/Summer Brochure is out. We are taking registrations.
- Interviewing to hire summer staff.

### **Operations Director (MS):**

- Budget Presentation went well, BOS praised Parks & Recreation.
- Need to sit with BOH for concession and BBQ. Would like to open concession for this coming weekend.

### **LUC (RM):**

RM – LUC voted to spend \$2,500 for picnic tables. MT/MS finalizing final cost per table

### **CIT (RM):**

- Unfortunately Parent University was not well attended. Feedback from a few parents was that the sessions they attended were eye openers (CIT - drug bedroom/social media presentation by HS student).

### **FONRPRC (MS):**

- W&F – sold 250 tickets. 2019 auction overall total \$15,807, 2018 was \$12,300. MS also mentioned that we would like to change the etching on the wine glasses to “01864”. Office staff will discuss final look.
- BBQ – all dates booked and sponsored. MS needs to discuss with BOH and PF on compliance.

**Special Presentation meeting: Wednesday, April 17, 2019**

**Next Recreation Committee Meeting: Monday, May 6, 2019**

- **Adjournment:**

(PF) made a motion to adjourn meeting at 8:25pm.

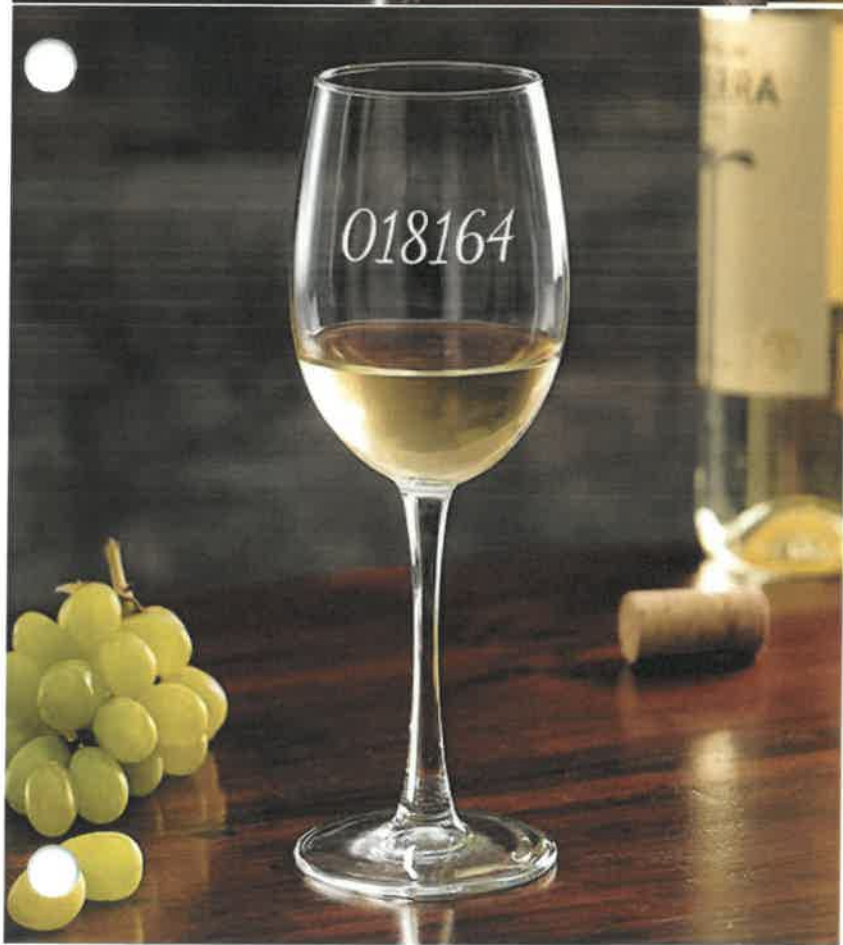
(SS) seconds the motion.

**Approved: 5 Opposed: 0**

**Abstained: 0**

**Motion: Passed**

Sheila's  
choice  
2



dancing script

4/5/2019

**Wine & Food 2019**  
6/1/2018 through 4/30/2019 (Accrual Basis)

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Category	6/1/2018- 4/30/2019
<b>INCOME</b>	
Revenues	
Fundraiser	
Wine & Food	
Auction	6,610.00
Donations	19.00
Raffle	2,240.00
Sponsors	4,210.00
Tickets	11,320.00
TOTAL Wine & Food	24,399.00
TOTAL Fundraiser	24,399.00
TOTAL Revenues	24,399.00
<b>TOTAL INCOME</b>	<b>24,399.00</b>
<b>EXPENSES</b>	
Expenses	
Fundraiser	
Wine & Food	
Advertising	389.00
Auction	1,377.50
Credit Card Fees	357.23
DJ-Music	275.00
Drawer	0.00
Glasses	277.62
Hall	2,900.00
Other	100.00
Permit	110.00
Police	246.32
Raffle	159.28
Lottery	200.00
TOTAL Raffle	359.28
supplies	481.80
Tables	126.00
Wine	1,592.00
TOTAL Wine & Food	8,591.75
TOTAL Fundraiser	8,591.75
TOTAL Expenses	8,591.75
<b>TOTAL EXPENSES</b>	<b>8,591.75</b>
<b>OVERALL TOTAL</b>	<b>15,807.25</b>

4/2/2019

**Wine & Food 2018**  
1/1/2018 through 4/30/2018 (Accrual Basis)

Page 1

Category	1/1/2018- 4/30/2018
<b>INCOME</b>	
Revenues	
Fundraiser	
Wine & Food	
Auction	6,085.00
Raffle	2,560.00
Sponsors	3,100.00
Tickets	9,245.00
TOTAL Wine & Food	20,990.00
TOTAL Fundraiser	20,990.00
TOTAL Revenues	20,990.00
<b>TOTAL INCOME</b>	<b>20,990.00</b>
<b>EXPENSES</b>	
Expenses	
Fundraiser	
Wine & Food	
Advertising	389.00
Auction	1,170.00
Credit Card Fees	286.41
Glasses	406.30
Hall	2,900.00
Mileage	25.00
Other	170.75
Permit	100.00
Police	241.56
Raffle	354.00
supplies	263.32
Tables	140.00
Wine	2,242.75
TOTAL Wine & Food	8,689.09
TOTAL Fundraiser	8,689.09
TOTAL Expenses	8,689.09
<b>TOTAL EXPENSES</b>	<b>8,689.09</b>
<b>OVERALL TOTAL</b>	<b>12,300.91</b>