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TOWN OF NORTH READING
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**Parks and Recreation Meeting Minutes of
Monday, April 23, 2018
Town Hall, Room 5 at 7pm**

Attendance:

Committee Members: Ron Kern (RK), Rita Mullin (RM), Pat Filmore (PF), Billie Luker (BL), Sergio Coviello (SC), Rick Arington (RA)

Staff: Maureen Stevens (MS), Lynne Clemens (LC), Maria Brown (MB)

Tardy:

Absent: Sheila Sturdevant (SS), Marty Tilton (MT)

Call to order: 7:33pm; Quorum, called by RK

Audience of Citizens: None

Acceptance of Minutes:

(PF) Made a motion to accept the minutes of March 5, 2018

(RA) Second the motion.

Approved: 6 Opposed: 0

Abstained: 0

Motion: Passed

New Business:

- **HS – Relay For Life – June 1st:** MS – Relay for life coordinators have asked if P&R or Friends of P&R had planned on opening a concession for this event. Committee agreed that they were not, therefore, they are welcome to run a concession.

OLD BUSINESS:

- **Dog Park** – RM mentioned that the Dog Park Group of Residence had visited a spot on Haverhill Street, but RM thought it was too small and lots more neighbors around. The Group may be at our next Recreation Meeting to present their findings.
- **Capital Goals** – hold off until the end of meeting.

Parks Director: (MT) MT was absent, MS updated the Committee.

- **Barn Roof** – at the last Recreation Committee meeting we agreed not to pay the excess amount due on the roof. After meeting with the Town Administrator he informed MT that we had to pay the bill. Therefore, we will be paying \$3,582.
- **Concession/Bathroom** – a walk through was performed this morning. Findings: facilities were not ready. Floors were not finished, asphalt issues, electronic issues with the locks and wiring issues for the urinals.
- **IRP BBQ Trailer - Update/Replacement** – a field trip needs to be done to visit Reeds Ferry Shed. If it's not done within next weeks, we need to postpone until the fall.
- MT very busy working on getting fields open and ready.

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Recreation Director (LC):

- Started spring programs today. Registrations are good.
- Almost all done hiring for summer positions.
- Met with HR and only need to drug test on summer staff that will be driving. \$85/per person.
- Ran two new events: 1) Flashlight Candy Hunt – 83 kids, went very well. 2) April Vacation Field Day – 79 registrants with a few walk-ins, which is a very good number. We had a few vendors at a few stations, youth service director also assisted. We had prizes for the winners and the weather was great.

Operations Director (MS):

- FY19 Budget – went well. Approved.
- Capital Project – Finance Committee, Board of Selectmen and Town Administrator have already approved paving around 1/2 mile loop, Recreation Center and HS entrance. Vendor was hired to perform work. Work will get done after July.
- FY18 Budget – working on what we've spent and what funds are remaining.
- Town Day – P&R will have a presence. LC will have summer employees working stand.
- Concert BBQ – all set with bands, entertainers and sponsors. First BBQ is June 27th.
- Bathrooms at IRP – Open for season.
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OTHER BUSINESS:

LUC (RM): RM will attend 4/24 LUC meeting. The Committee will hold off making a decision to rescind Liason appointment until RM attends meeting.

CIT (RM): Pass. Last two meetings have been canceled.

FONRPRC (MS):

- Wine & Food – profited approximately \$12,500. Ticket sale lower than 2017, had to purchase glasses. Event went well.

The Committee and Directors went on to discuss Capital Expenditures. – See attached Excel spreadsheet.

Next Meeting: Monday, May 7, 2018

• **Adjournment:**

(RM) made a motion to adjourn meeting at 8:58pm.

(RA) seconds the motion.

Approved: 6 Opposed: 0

Abstained: 0

Motion: Passed