



**Town of North Reading**  
*Massachusetts*

*Parks & Recreation Department*

**Parks and Recreation Meeting Minutes of  
Wednesday, January 12, 2022  
Virtual Meeting @ 6:45PM**

**Recreation Chair:** "Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the North Reading Parks & Recreation Committee Meeting is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to this meeting while in progress may do so by dialing: +1 929 205 6099 US (New York) or linking to: Join Zoom Meeting: <https://us02web.zoom.us/j/84245605052?pwd=MElvMTJJZDNPY0ZBM2ZPSWZrNGFkdz09>

In accordance with the Open Meeting Law, the North Reading Parks & Recreation Committee states for the record that this meeting is being recorded by the state and may be recorded by other individuals or media.

**Attendance:**

**Committee Members Present:** Ron Kern, Chair (RK), Sergio Coviello (SC), Rita Mullin (RM), Billie Luker (BL), Mike Fitzpatrick (MF), Pat Filmore (PF), Sheila Sturdevant (SS)

**Staff present:** Lynne Clemens (LC), Marty Tilton (MT), Maria Brown (MB) Heidi Veader (HV)

**Tardy:**

**Absent:**

**Call to order:** 6:48pm; Quorum, called by PF

**Audience of Citizens:** Karen Araniz

**Acceptance of Minutes:**

(PF) made a motion to accept Meeting Minutes of October 18, 2021 (SC) Second the Motion

**Approved: 7   Opposed: 0   Abstained: 0   Motion: Passed**

**Old Business:** Welcomed Heidi Veader new Administrative Assistant P&R by (MB)

**New Business:** Budget presentation by (MB) FY2022, expenses are great we are below budget thus far, (LC) not doing welcome wagon or discount tickets. P&R revenue is great. (RK) noted 6 months into FY2022 and revenue is great. (LC) says only 2 instructors for programs at this time, but (LC) & (NU) Nancy Ursino pitch in when required. (MB) will submit FY23 to finance 1/13/2022. Subsidy request is \$7K lower. Requesting 41% of DPW salary once again. Surplus in electricity due to the turf lighting is below. Everyone praised (MB) for a smooth seamless transition to her new role as Operations Director.

**Motion:**

(PF) Made a motion to approve FY2023 Budget as written

(SS) Second the Motion

**Approved: 7   Opposed: 0   Abstained: 0   Motion: Passed**

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**Other Business: Recreation Director Update:** (LC) doing a great job with recreation programs. Our revenues are at \$104K & our goal is \$369K. We are below budget on our subsidy request. We saved a bit of money during the time the new Op. Dir position began as well as the salary decrease. We will also save a bit of money on (LC) retiring on 3/31/22, the salary of the new Rec. Dir. will be below the current Rec. Dir. salary. Leagues have been contacted about Spring programs. Everyone is looking to run their programs as well as Recreation running Spring/ Summer programs. I feel as if we will meet our revenue. (LC) is getting everything ready for Spring/Summer to be done by end of March & brochure to come out in April > (LC) reached out to previous staff/vendors & copying (NU) on all emails.

Winter brochure went out 1/11/22 in the am and by end of the day we had 76 registrations. (LC) feels as if (NU) is 100% ready for the new role & (LC) will be meeting with the Town Administrator (MG) regarding the position then it will get posted. March is (LC) busiest month in getting the summer camps ready.

**Parks Director Update:** (MT)- (MT) & (MB) met with the capital planning committee regarding replacement of the Turf Field at NRHS and it would be \$500K to replace, we received a grant in the amount of \$100K towards, would take 5-6 weeks for lead-time to manufacture the turf : going to ask school committee if they would be interested in pitching in, getting quotes on other sports companies , awaiting on call backs, Committee wants to push it back another year for early Spring 2023. (RK) states we would have to do a subcommittee if we go in front of the school re: funds for the turf field. (RM) states over the next 6 months to review and speak with TA re: finance dept, DPW & the School . (MT) he is in winter mode with snow & ice safety at the parks with his team, bringing in picnic tables & cleaning up.  
We received another grant for IRP \$100K looking to see which projects to be done such as, surface cracks at the basketball courts, tennis courts & hockey rink along with the playground.

**LUC:** Citizen : Kate Araniz proposing to have a Community Garden at IRP when entering the driveway of the park would be on the right hand side between the telephone poles:  
rectangle 40' X 100' garden size with (45) 4' x 8' raised garden beds with 2 yds of black earth compost soil, cost of beds are estimated at \$255 each x 45 boxes = \$11,500 soil is estimated @ \$4500 2yds per box, fencing around the garden estimated @ \$7K Total= estimated \$23,300- (KA) will get grants for the project and the LUC will maintain ALL incoming requests for plots estimated to be \$50 each, will maintain the garden area at all times, committee members are just worried about the area getting vandalized but (KA) ensured they are responsible for any damage and will have an escrow account in the amount of \$1K for any damages.

**FONRPRC:** Update: Summer BBQ's- (MB) are we still going to run the BBQ as Maureen Stevens is no longer here as she was the Treasurer, (RM) will meet on a side bar with (SS), (SC) (PF) to come up with a plan, follow up next meeting.

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**Next Recreation Committee Meeting Date: February 7, 2022**

**Adjournment: @ 8:36PM**

**(PF) Made a motion to adjourn meeting at 8:36PM**

**(RM) Seconds the motion.**

**Approved: 7 Opposed: 0 Abstained: 0 Motion: PASSED**