



RECEIVED  
BARBARA STATS

2018 APR 25 AM 10: 27

TOWN OF NORTH READING  
*Massachusetts*

**Parks and Recreation Meeting Minutes of  
Monday, March 5, 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),

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

**Tardy:**

**Absent:** Rick Arington (RA), Sheila Sturdevant (SS)

**Call to order:** 7:05pm; Quorum, called by RK

**Audience of Citizens:** None

**Acceptance of Minutes:**

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

(SC) Second the motion.

**Approved: 5**

**Opposed: 0**

**Abstained: 0**

**Motion: Passed**

**New Business:**

- **Sponsorship at Mullin Field** – Essential Landscape would like to beautify the Mullin Field Sign. MT fine with idea. He should connect with MT with final idea.

**PF- made a Motion to allow Essential Landscape to beautify Mullin Field sign area.**

**BL - Second motion.**

**Approved: 5**

**Opposed: 0**

**Abstained: 0**

**Motion: Passed**

- **Girl Scout Kindness Project** – Scout Master, Adrienne, would like to have a Kindness Area for painted messages on rocks. LUC/Rec. is fine with it just as long as they approve location with MT. MT would like it to be in the wooden area around loop.

**PF- made a Motion to allow Girl Scouts to have a Kindness area. They should connect with MT for approved area.**

**SC - Second motion.**

**Approved: 5**

**Opposed: 0**

**Abstained: 0**

**Motion: Passed**

## **Parks & Recreation Meeting Minutes**

**Monday, March 5, 2018**

**Page -2-**

### **OLD BUSINESS:**

- **Dog Park** – RM spoke to TA and he agreed that Recreation Committee should discuss locations with dog park group. Once location is agreed upon by both Dog Park Group and Rec. Committee it should be presented to the Board of Selectmen for their final approval.
- **Capital Goals** – a one hour meeting will be set up with all Rec. Comm. members and staff to discuss goals. RK and MB will meet to discuss the process.
- **Committee Appointments:**
  - (BL) Billie nominates Rita Mullin to be Parks & Recreation Clerk
  - (SC) Sergio seconds the nomination
  - (RK) Ron accepts the nomination
  - Committee Vote: **Approved: 5    Opposed: 0    Abstained: 0    Motion: Passed**
- (RM) Rita nominates Billie Luker to be Parks & Recreation Vice Chairperson
- (PF) Pat seconds the nomination
- (RK) Ron accepts the nomination
- Committee Vote: **Approved: 5    Opposed: 0    Abstained: 0    Motion: Passed**
- (PF) Pat nominates Ron Kern to be Parks & Recreation Chairperson
- (BL) Billie seconds the nomination
- (RK) Ron accepts the nomination
- Committee Vote: **Approved: 5    Opposed: 0    Abstained: 0    Motion: Passed**

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

- **Roof at barn** – MS – informed by DPW Building Superintendent that there was an overage on the roof costs that was originally quoted to be \$5,775 is now an additional \$3,582. MS was informed that the insurance company has declined payment for overage. Bldg. Super. Approved without receiving approval by P&R. Work was already done when informed. Recreation Committee agrees to not pay for the overage.  
(RM) Rita makes a motion not to pay the overage of \$3,582, which was not approved by P&R until after work was complete.  
(PF) Pat seconds the motion  
**Approved: 5    Opposed: 0    Abstained: 0    Motion: Passed**
- **IRP BBQ Trailer - Update/Replacement** – MT met with Conservation who informed him that if left in same spot (using same footprint) would be fine to replace. RM suggest a few members should take a field trip to determine best suitable structure. There was also discussion on replacing large metal serving equipment with updated lighter equipment.
- **Concession/Bathroom** – building is being delivered possibly March 12/13. Once that is put in they will pave. MS & MT will meet with Mike Connolly (Dir. Of Finance & Operations) to discuss Memorandum of Understanding.
- **MT** – in the process of looking into purchasing a dog that will be split between P&R and school for geese problem.

**Recreation Director (LC):**

- Beginning hiring/interviewing summer staff.
- Need to drug test summer staff. This will be an \$85/pp expense to P&R.
- Need to go out for bid for larger income programs.
- LC and NU attending MRPA Conference (March 6 & 7).
- Working on Spring/Summer brochure.

**Operations Director (MS):**

- Budget Hearing – April 2, 7:30pm.
- Advertisements – out for P&R summer employment.

**OTHER BUSINESS:**

**LUC (RM):**

- Trails Committee update – Lynnfield shut NR down for connection between Lynnfield and NR.
- Golf Tournament – will be on September 30<sup>th</sup>, 2018. It is always the weekend before Columbus Day.

**CIT (RM):**

- They are in the process of interviewing to fill open Youth Service Director Position.
- National Night off is March 13, 2018.

**FONRPRC (MS):**

- 2018 Summer BBQ – MS has secured ALL bands and children's entertainers. MS has secured Children's entertainer sponsor. We have one remaining Band sponsorship.
- Wine & Food – tickets are selling. Sergio will pick up chafing dishes. MB to send amount needed. Billie & Sergio will notify MB with their liquor donation. MB will email everyone with food pickup. RK asked if everyone could write on aluminum trays what is in them and from whom. MB will leave a list of what each restaurant has donated in the kitchen for reference. All Rec. Comm. Members agree that we will tip Julio at the end of the evening for his services.

**Next Meeting: Monday, April 9, 2018**

- **Adjournment:**

(PF) made a motion to adjourn meeting at 8:42pm.  
(BL) seconds the motion.

**Approved: 5**

**Opposed: 0**

**Abstained: 0**

**Motion: Passed**

