



RECEIVED

2022 JAN 18 AM 9:07

TOWN OF NORTH READING  
Massachusetts

**Parks and Recreation Meeting Minutes of  
Monday, October 18, 2021  
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)

**Tardy:**

**Absent:**

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

**Audience of Citizens:** None

**Acceptance of Minutes:**

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

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

**NEW BUSINESS:** Combination lock at Recreation Center, 5 Central Street. LC explained that there are so many keys to give to different instructors that go in and out of the building. This is a much easier process. They can give them Combo to get in building and change when program is over. MT solicited quotes. The cost is approximately \$2,124. We have the panic bar on the existing door, so we save money, bringing the total to just under \$1,100. PF agreed good idea. SC asked who will maintain changing numbers. LC stated that the Recreation Director would be in charge. SS stated that if it is not in our budget, Friends of could possibly pay for this expense.

**OLD BUSINESS:** None

**OTHER BUSINESS:**

**MB, Operations Director Update:** We are still going through our busy season with permits. Should be winding down in November. User Fee invoices have been sent to Leagues. Should bring in some fees along with Lighting and Overtime.

We will be having interviews starting next week for the Administrative Assistant position.

**Parks & Recreation Meeting Minutes**  
**Monday, October 18, 2021**  
**Page -2-**

**LC, Recreation Director Update:**

Fall came together. Programs are up and running. We hired a new instructor, Deb Aldrich. She's instructing three programs and doing great. Unfortunately we did not get a soccer program to instruct our Saturday soccer. The vendors found it difficult to find coaches. A lot of our programs are run outdoors. We ran our Pumpkin Festival, with three separate times. All three were full. Nancy broker her ankle before event started. She had to leave to go get it checked. Maureen Stevens was volunteering, she was a huge help. She stayed and assisted. We had 15 registered Community Service students, 5 did not show up, so Maureen's assistance was greatly appreciated.

Late Fall – TA reiterated that he did not want us using gym, due to Covid. I will revisit and talk to him again. Would like to offer basketball. Parents want outdoor programs, looking to see what other programs can be run outdoors (skateboarding).

**MT, DH, Parks Director Update:**

TA is issuing mask guidelines at the Town Hall when leaving your desk.  
Capital Requests are due by 11/12/2 for FY2023. Need amount and funding source for Capital Requests.  
Gettting estimates on playground, resurfacing.

MT approached by Kaitlyn Jobier, teacher at HS. She's a biology teacher looking to do an Eco project with students. They'd like to do a nature walk with students making Eco friendly signs with different topics that people can scan and get information on the particular topic. Students will build website.

MT is very appreciative in the assistance Sue Kramer with beds and cleaning areas. RM said if we need any more assistance LUC could pay.

Parks is beginning to winterize, irrigation and restrooms.

Marty thanked everyone in the office for a smooth transition from Maureen leaving. Everyone is doing a good job.

**Parks & Recreation Meeting Minutes**

**Monday, October 18, 2021**

**Page -3-**

**OTHER BUSINESS:**

**LUC (RM):** RM – 5 new trees going in, 2 benches purchased. LUC would like to come to Recreation Committee Meeting to talk plots for space. Would like to have a community Garden. Everyone purchase a plot and takes care of their own. MT thought there would be an issue with water supply. RM – would like Rec. Committee to listen to their presentation.

**CIT (RM):** Good neighbor presentation cancelled.

**FONRPRC:** Need to see what Covid numbers are and the fact that this event is indoors. We will put this event on hold until next meeting. SS thinking of what we can do to bring in funds. RM suggested cornhole tournaments like the Moose does. Possibly holding it at the Hillview.

**Next Recreation Committee Meeting: Monday, November 8, 2021 at 6:45pm.**

- **Adjournment: 7:56pm**

(RM) made a motion to adjourn meeting at 7:56pm.

(SC) seconds the motion.

Approved: 7 Opposed: 0

Abstained: 0

Motion: PASSED