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**TOWN OF NORTH READING**  
*Massachusetts*

**Parks and Recreation Meeting Minutes of  
Monday, September 13, 2021  
6:45pm**

**Attendance:**

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

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

**Tardy:**

**Absent:** Billie Luker (BL), Mike Fitzpatrick (MF)

**Call to order:** 6:52pm; Quorum, called by RK

**Audience of Citizens:** Maureen Stevens (MS),

**Acceptance of Minutes:**

(PF) made a motion to accept Meeting Minutes of August 2, (SC) Second the Motion

**Approved: 5 Opposed: 0 Abstained: 0 Motion: Passed**

**NEW BUSINESS:** Introduction to new Department Head: Marty Tilton, Introduction to new Operations Director: Maria Brown

**OLD BUSINESS:**

**OTHER BUSINESS:**

**LC, Recreation Director Update:**

Recreation is offering lots of outdoor programs. Registration is slow. Brochure is online. Some programs begin this week, we only have two Pee Wee Soccer programs running. Others have not met their minimums. Little Tikes Hike usually very popular none of the three classes has filled. We are having trouble getting Saturday Soccer running with the vendor (Challenger). Hard to get staffing. Reaching out to another group (SkyHawk) to see what they can offer for soccer. We're hiring a retired Little School Kindergarten teacher to run some of our Pee Wee programs. USTA-Tennis is doing well. Adult tennis running. The TA would like to hold off on Recreation using the gym for pickleball and basketball. He has a concern with the Covid numbers rising. We have Mens Basketball and Volleyball running in the HS Gym. Registrants need to wear masks. We've sent out email blasts and posted information on Facebook. Hoping to get some registration.

**MT, Parks Director/Department Head Update:**

As Department Head I've initiated the process for the AA position to be filled. Discussion was had with HR about the job description and what should be in the position. Bob Collins is on vacation this week, so things are delayed until his return. RM would like MS to come in to assist if needed during the transition period of hiring an AA.

Parks: grass is green with all the rain. A big "Thank you" to LUC (Sue Cramer) for her assistance with clearing out the beds. The work they did was great, it took a lot of weight off of Parks. RM mentioned that if Parks needed more to let LUC know. There were funds in the LUC account to assist.

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**Parks: Continued:** The Youth Soccer Tournament was this past weekend. They sold out - went very well.

Department Head meeting information to pass along: Required to wear masks when walking around Town Hall.

**Finance Update: presented by Maureen Stevens:**

P&R requested salary for DPW in prior FY22 Budget. Amended budget has reduced that amount bto \$30,326. DPW position is \$56,961. Discussion was had whether we could bill DPW (snow/ice/etc.) if the Town does not approve the request.

PF made a motion to accept the Amended Budget as written.

RM seconds the motion.

**Approved: 5 Opposed: 0 Abstained: 0 Motion: Passed**

LC asked whether we could ask Programmer to take minutes, because Operations Director should be a part of the discussions.

Discussion was had about open Administrative Assistant position, Programmer salary and Operations Director contract.

MS pointed out that her Contracting position funds would come out of the Town budget not P&R.

**OTHER BUSINESS:**

**LUC (RM):** Update – benches have been ordered, they'll be in soon. LUC purchased a tree for Maureen Stevens. She can pick a tree out with the parks director.

**CIT (RM):** No update.

**FONRPRC:** No update.

**Next Recreation Committee Meeting: Virtual - Monday, September 27, 2021 at 6:45pm.**

• **Adjournment: 8:20pm**

(SS) made a motion to adjourn meeting at 8:20pm.

(SC) seconds the motion.

**Approved: 5 Opposed: 0 Abstained: 0 Motion: PASSED**