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TOWN OF NORTH READING  
*Massachusetts*

**Parks and Recreation Meeting Minutes of  
Monday, December 16, 2019  
Town Hall, Room 5 at 6pm**

**Attendance:**

**Committee Members:** Rita Mullin (RM), Sergio Coviello (SC), Sheila Sturdevant (SS), Pat Filmore (PF), Billie Luker (BL)

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

**Tardy:**

**Absent:** Ron Kern (RK), Mike Fitzpatrick (MF)

**Call to order:** 6:00pm; Quorum, called by BL

**Audience of Citizens:**

**Acceptance of Minutes:**

**(SS) made a motion to accept Meeting Minutes of November 18, 2019.**

**(PF) Second the Motion**

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

**NEW BUSINESS:**

**Recreation Committee Re-Appointment Update:** All Committee members have acknowledged that they would like to be re-appointed to be members again on the Recreation Committee. MB handed all present members their re-appointment forms. They were all informed that they need to visit the Town Clerk's office to be sworn in before December 31, 2019.

**LUC – Liaison:** RM was handed her re-appointment slip as well and reminded to be sworn in before December 31, 2019.

**Cummings Property check** – Cummings Property has donated \$1,000 to Friends of North Reading Parks & Recreation. They've asked that this check be used exclusively for improvements to Kids Spot, North Reading.

**OLD BUSINESS:**

**Wine & Food Discussion:** MS explained that Sergio did put a call into her friend at Shriners, but unfortunately there were no dates available to attempt to move our W&F social to that location. It was determined that we move forward with the Hillview as our venue location. Sergio was asked to see what the price would have been. We will put notice out to Town that our fundraiser is to raise funds for the parks and would benefit anyone using parks and facilities. MB showed the committee the new "01864" glasses.

**MT/Parks Director:** Update

Open Space Committee Update: Survey is still out for public to take. We've received approximately 600 surveys. A Public meeting was held on December 5<sup>th</sup>. Present were Committee Members and only 3 residents of NR.

Hood School Proposal by NRLL: Ed Madden has stepped down as President of NRLL. James Demetri is now the President. NRLL has proposed updates costing \$20,000 +/- to the Hood School baseball field. The proposal is as follows:

Diamond Club will purchase a 10x10 shed:	\$ 4,000.00
Fence and Field cost:	\$15,862.00
Total Cost:	\$19,862.00

Little League is proposing they will pay:	\$ 7,931.00
They have asked if Parks & Rec would pay:	\$ 3,965.50
They have asked if NR Schools would pay:	\$ 3,965.50

NRLL has presented this proposal to the NR Schools at the NR Athletic Subcommittee meeting. They are now asking for our approval. MT is supporting this funding. MS we have the funds in FONRPRC account can use these funds. SS just want to make sure we do not have all sports leagues coming to us for financial support. See FONRPRC section of these meeting minutes.

**LC/Recreation:** Update

- Fall programs winding down.
- We had a busy month with lots of half day events for conference weeks. They were all sold out events.
- Flashlight Candy Cane Hunt was the only program that was lighter than last year. Most likely due to PTO's running program same evening.
- NYC trip ran December 7<sup>th</sup>. We used a new bus company, Bloom Bus. They were great. Followed new rules with changing bus drivers. Not a full bus, but a good day.
- Gearing up for mini-January programs.
- New Winter 2020 brochure coming out early January.
- Staff has been great.
- LC mentioned her and NU will be visiting the new Lexington Community Center.

**MS/Operations Director Update:**

MS Budget numbers –MS went through the current Budget through 6/30/20 as well as the Draft budget of FY21.

- Minimum wage will go up in January, 2020.
- Director's contracts (NUE) will expire July 1, 2020. We will again look for Town to subsidize for funding Directors salaries.
- Capital Expense:
  - o Parks = mower estimate \$14,000, Security Cameras estimate \$4,000

**PF** made a motion to accept the working Draft Budget for FY21 to present to Finance for January 3, 2020.

**SC** Seconds the Motion.

**Motion Passed**

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**LUC (RM):** No update. No meeting last month.

**CIT (RM):** No update. No meeting last month.

**FONRPRC:**

**Treasurer's Report:** MS went through financial report. We started off with \$95,387. We have \$84,322 remaining. We've purchased the Hot Steam table for \$2,770. We have \$729 remaining from the \$3,500 earmarked for this expense. We need to show that we are using funds and gifting at least \$20,000/yr. We do gift to Parks & Recreation each year. SS asked about using money for Turf Field Improvements. MT stated that TA has confirmed that this is a Town Capital Item. MT will be asking for more bids to be in compliance. RM stated that she will speak to Chuck Carucci from Hillview to see if they would gift money to make improvements to the turf field.

RM suggested we should make a list of small capital items for FONRPRC to pay for.  
MT suggested upgrading the playground at IRP & Kids Spot.

**FONRPRC:**

MS made a motion to approve the funding of \$3,965.50 to NRLL to fund the improvements to the Fence and Field at the North Reading Hood School.

PF Seconds the Motion.

**Motion Passed.**

**Character Breakfast** - January 26<sup>th</sup> is the Character Breakfast. We are SOLD OUT of 10:15am seating. The 3:30am seating has 31 seats remaining.

**Next Recreation Committee Meeting:** Monday, January 6, 2020.

• **Adjournment:**

(RM) made a motion to adjourn meeting at 7:57pm.

(SC) seconds the motion.

**Approved: 5 Opposed: 0**

**Abstained: 0**

**Motion: PASSED**