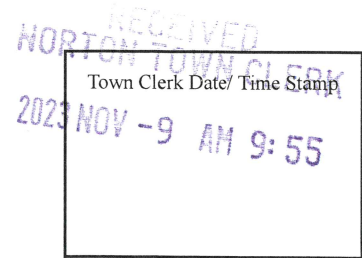




MINUTES

TOWN OF NORTON



Board / Committee: Recreation Commission

Meeting Date: October 4, 2023 Time: 6:30

Meeting Location: 2nd floor Town Hall and Zoom online meeting platform

Members & Staff Present: Melissa Niziolek -Staff, Christine Deveau, Bryan Faria, Frank Durant, and Emily Anderson

Members Not Present: Paige Pennypacker, Samantha Tamulis, Carol Zwicker, and Megan Bassick

The meeting was called to order at 6:32PM by Christine and adjourned at 7:54, motioned by Bryan, seconded by Frank.

Minutes from the September 6, 2023 meeting were reviewed and approved as written. Motioned by Bryan, seconded by Frank

Old Business:

1. Policies and Procedures Review and Discussion
 - a. Tabled until next meeting. Motioned by Bryan, seconded by Frank.
2. Adult Recreation League Update and Discussion
 - a. Melissa is following up with adult women's softball about logistics.
 - b. Easton's women's basketball league is running, but unsure if there are any Norton players.
 - c. Men's pick up league is hopeful to start in December/January.
 - d. Christine sent sign up link for all members to review, but wants to do more research into rules to provide insight to the programs for potential players.

New Business: Meeting Motions / Actions and Summary of Discussions:

1. Restaurant Fundraisers
 - Chateau fundraiser recap- raised \$100.76
 - Goat City fundraiser date set for December 18, 2023. tickets must be presented
 - Christine is working on getting a date for Fiesta fundraiser

- Because Megan and Paige were not present to provide Pizza Tyme and Alberto's feedback, the items were tabled until next meeting
 - Norton Kayak Company did fundraiser for Department and raised \$320
 - Possibility of doing a fundraiser at LJ's Car Wash
2. Festival of Lights
 - a. First Sunday in December
 - b. Discussion on gazebo or Santa House being used for Santa and Mrs. Claus, need to find Santa House if Highway or another department still has it
 - c. More lights are needed on the common and higher up on the tress
 - d. Menorah might be missing/broken
 - e. Discussion on logistics of Santa's arrival and where groups should be set up during event
 - f. Donations are needed for hot chocolate, cookies, candy canes, and any crafts to do during the night
 - g. Discussion of possibly having a photographer to take picture of children with Santa and Mrs. Claus
 - h. Frank provided information about Santa Letters that are a \$5 donations and the elves write the printed response letters on Santa's behalf to send back to the children who write to Santa
 3. Open Vacancy on Commission
 - a. Christine reached out to both Carol and Emily to see if either member wants to become an active member. Emily deferred to Carol since she is the senior alternate member. Christine will reach out to Carol about emails that have been sent about vacancy. Emily is interested in becoming an active member if Carol does not want to be.
 4. Spring Events and Brainstorming
 - a. Possibility of a 5K is still in the works. Need more information about how to host a 5K
 - b. There used to be a 10K and a Wheaton collaboration at Wheaton. Discussion about possibly bringing back these events or incorporating Norton Middle School space for a 5K
 - c. Could use ELP space and roads near there to have a ending celebration there
 - d. Spartan Race event offered to have Norton Parks and Rec Department at event to have a table or hold a fundraiser at event
 - e. Bryan brought up the idea of having a fishing derby back in town
 - f. Monster Mash dance in Halloween was mentioned by Frank as a possible Homecoming dance

Parks & Rec Director Update:

1. Halloween Parade
 - a. 19 registered groups in the parade
 - b. \$700 in sponsorship money
 - c. Discussion on Halloween parade banner for this year and next year, possibly getting a generic banner that a sticker can be put on for each year

- d. 6 volunteers from the music department, reached out to Cana, and Recreation Commission members to help clean up trash and organize groups at the staging areas
 - e. Discussion on parade route and staging areas using previous routes and staging sites
 - f. Discussion on potential groups and businesses that could be involved in parade
2. Halloween Costume swap
 - a. At least 70 costumes have been donated to the event, sizes ranging from toddler to tween costumes as well as adult costumes and accessories
 - b. Event is October 11, 2023 4-7PM
3. Blood Drive Recap
 - a. 30 donors, 24 units, 5 deferrals, 2 first time donors, 72 patients will be helped
 - b. Potential next date is February 21, 2023 11AM-4PM
4. Everett Leonard Park
 - a. Provided ELP By the Numbers document to review profit and loss from the 2023 year
 - b. AGO grant paperwork submitted
 - c. Possibility of adding more swim lesson sessions next year, but need to play around with dates
 - d. Weather was a big factor in attendance during public swim
 - e. Most of the lifeguards want to come back next year
 - f. Need to have a future discussion on rentals, costs, dates, and swim lessons next meeting

Open Business (Open Discussion):

- Melissa received an email from Josh from Highway that he wants to get involved in the Recreation Commission as a member

List of Documents and Other Exhibits used at Meeting:

- Policies and Procedures Parks and Recreation
- ELP By the Numbers

Minutes respectfully submitted by: Christine Deveau

Minutes approved by the Board or Committee on: 11/1/2023

Chairman Signature: 