



## TOWN OF NORTON

### Parks and Recreation

(Committee)

## MINUTES

Date: Jan 5, 2011

Time: 6:00 pm

Location: Town Hall

Members & Staff Present: Sheri Cohen, Tom Stanton, Jen Hoffman, , Phil Landry, Suzanne Harrop, Mark Buchan, Stan Kubinski

Members Not Present: RoseMary Dolan Laura Bamford

The meeting was called to order at: 6:05 pm by Suzanne

Minutes from the December Meeting were reviewed and Approved with No adjustments.

#### *Meeting Motions / Actions and Summary of Discussions:*

- Motion to approve December meeting minutes by Jen, Mark 2<sup>nd</sup>; approved by all.
- Motion to accept the treasurers report by Jen; Phil 2<sup>nd</sup>; approved by all.
  - Skating Party – Fire, Duane takes care of it. Donations from Dunkin Donuts; Waiver forms? Contact town manager (Jim Purcell). Marketing to facebook, etc. Milk Crates; Discussion on helmets.
  - Dance – move from March 4<sup>th</sup> to March 11<sup>th</sup> due to a conflict. Tom Gullotta's is confirmed to do pictures. Need a DJ to confirm dates. Need a flyer.
    - Can we create a paypal account? Sheri will check on this.
    - Money from this years dance will fund this year and next year's dance event.
    - Estimate of number of people that participated last year.
    - W9 forms need to be filled out in funding
    - Flyers in backpacks first week of Feb 1<sup>st</sup>; Responses by Feb 28<sup>th</sup>.
    - Approx Costs: \$250 pizza; \$275 DJ; Drinks/Snacks: \$100; Decorations: \$75; School/Custodian \$300; Photographer – cost?
    - Motion to change the price: \$20/couple; \$5 additional ppl; Suzanne made the motion, Mark 2<sup>nd</sup> all in favor.
    - Disclaimer: Pictures may be taken to promote future Parks and Rec events.
  - TDA – classes had 10; check will be coming this week
  - Guitar lessons: Email blast, facebook, website
  - Martial Arts in Feb to run more programs
  - Ace Archers – Feb vacation will run an archery class
  - Musical Theater
    - Space on 140, across from Cumberland farms.
    - Need to paint and get new carpet.
      - Vote to approve new flooring \$2000; Mark made a motion, Stan 2<sup>nd</sup>; all in favor
      - Vote to purchase paint for the new property; Stan made a motion, Jen 2<sup>nd</sup>; all in favor
    - Parking for concerts: \$25/pp
      - Detail an hour before the show (when gates open)

#### New Business:

- Bill Baits Shop would like to assist with running the fishing derby.
- Plot lines for community play ground & cat shelter; plans
- Strategy plan for 1-3 years; add in plans for Community Playground and Mansfield Rd.

#### **List of Documents and Other Exhibits used at Meeting:**

- **Dance Flyer; Excel sheet for finances**

Meeting was adjourned at 7:45 pm until the next meeting on Tuesday, Feb 1 at 6:00 pm at the Town Hall.

Respectfully submitted,

Minutes Approved by Committee on: \_\_\_\_\_  
(Date)

*Signatures:*

\_\_\_\_\_  
( Name & Title)

Chairman, \_\_\_\_\_  
(committee)