

Parks and Recreation Commission Meeting
January 3, 2012
6:00 PM
Municipal Center – 2nd Floor Meeting Room

Present: Chair, Sheri Cohen; Laura Bamford; Mark Buchan; Suzanne Harrop; Jen Hoffman; Stan Kubinski; Phil Landry; Tom Stanton.

Absent: Rosemary Dolan.

Call to Order

Meeting was called to order at 6:10 pm.

I. Approval of Minutes

Motion was made by Ms. Bamford to approve the December 6, 2011 Parks and Recreation Commission minutes as written. Seconded by Mr. Landry. Vote: All in favor, with Mr. Kubinski, Mr. Landry, Mr. Stanton, and Ms. Hoffman abstaining. **Motion carries.**

II. New Business

Details of the Snowflake Social – March 2, 2012 – 5:30-8:30

- Ms. Cohen provided a draft of the flyer for the upcoming Snowflake Social, noted that she did not include anything about photography being included in the event as she is not sure that the photographer is going to do it this year. She said that she would check on this before February's meeting.

Motion was made by Mr. Landry to remove the words "Proper Dress Required" from the flyer. Seconded by Ms. Bamford. Vote: All in favor. **Motion carries.**

- Ms. Cohen said she would have the flyers to the schools to go home with the kids during the last week in January.
- A discussion was had on the fee for the dance, noting that last year the charge was \$20 per couple. Ms. Bamford suggested the fee should be \$20 per family, no matter how many members. Members agreed.
- Expenses were discussed as follows: \$275 for the DJ
\$300 for pizza (Mr. Buchan will contact Pizza Tyme)
\$800 (\$400 each) for two custodians

Motion was made by Ms. Hoffman to expend funds to make 1225 purple flyers at Staples. Seconded by Mr. Stanton. Vote: All in favor. **Motion carries.**

- Food was discussed as follows: Pizza; orange and red Gatorade; more bottled water than last year; double the amount from last year for bagged chips/snacks; more cookies ordered than last year because there will not be a cake this year (5 trays were ordered last year).

It was noted that the commission would use last year's centerpieces as well as leftover paper goods, so there wouldn't need to be as much ordered this year.

It was suggested that the students at the JCS, LGN, and the Yelle could possibly make snowflakes to be hung up for decorations for the dance. Also, purple fabric would be used on the columns in the café.

Golf Tournament –

A discussion was had on what other town group to possibly partner with for the golf tournament. Mr. Landry suggested having 2 tournaments, one in the fall and one in the spring, with 2 different groups. After a discussion on various possibilities of changing the location of either the golf or the dinner or both, Ms. Cohen said that she would contact Norton Country Club as well as MGA Links and get more information.

Everett Leonard Park –

Ms. Hoffman provided handouts of an updated Rules and Regulations for the pool and an updated Contract Rental for the pool.

Ms. Hoffman pointed out that the new contract for the pool rental states that there would be one lifeguard for every 20 bathers. She also noted that it states that the rate would be \$80/hour which includes two lifeguards. Along discussion was had on how to handle the invoices for rentals, particularly how to handle if the guests stay for open swim after their party time has ended. Ms. Hoffman said that she would amend the contract rental draft to reflect the discussion.

Ms. Hoffman said that she would contact last year's lifeguards to ask if they are interested in working again this coming summer. There was discussion of hiring an adult for one of the guard positions, possibly as a 'head lifeguard'.

It was noted that last year's budget was \$13K.

Ms. Cohen informed the commission that a refrigerator was donated for ELP.

III. Old Business

Skating Party – January 28, 2012, 2:00-4:00

A discussion on the details of the upcoming skating party was had, including the concern over whether the ice would be frozen in time. It was decided that February 11th would be the back-up date. Ms. Cohen said she would inform the Norton Mirror of the date. Ms. Hoffman said that she would be asking Dunkin Donuts for the hot Chocolate donation. Ms. Cohen gave Ms. Hoffman a gift card to Roche Bros. to purchase cookies for the event.

Ms. Cohen mentioned that there should be "Skate at Your Own Risk" signs at the event.

Mr. Kubinski said that he would talk to Mr. Knapp of the Highway Department about flooding the bog as well as a fire pit for the event.

IV. Other

Ms. Cohen said that she purchased snowflake lights at 70% off after the holidays for the 2012 Festival of Lights. The possibility of using these lights at the upcoming Snowflake Social was discussed.

Ms. Cohen stated that the flyers for the Slugger program would be going home in backpacks shortly.

Mr. Landry said that he is contact with a group of people who are willing to run a St. Patrick's Day, and possibly a Halloween, road race for Parks and Rec.

Next Meeting

The next meeting is scheduled for February 7, 2012 at 6:00pm.

Adjournment

Motion was made by Mr. Kubinski to adjourn at 7:30 pm. Seconded by Mr. Stanton. Vote: Unanimous.

Motion carries.

Documents Referenced: Minutes of December 6, 2011
Draft of updated Rules and Regulations for ELP pool
Draft of updated Rental Contract for ELP pool

Respectfully Submitted by: _____

Sheri Cohen, Parks and Recreation Commission Chair

Sara Lyons, Parks and Recreation Commission Secretary