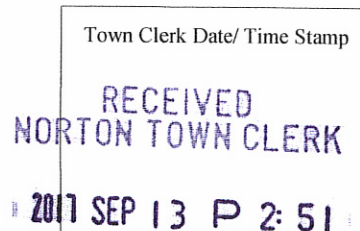




# MINUTES

## TOWN OF NORTON



Board / Committee: \_\_\_\_\_ Parks and Recreation \_\_\_\_\_

Meeting Date: \_\_\_\_\_ 8/29/2017 \_\_\_\_\_ Time: \_\_\_\_\_ 6:30pm \_\_\_\_\_

Meeting Location: \_\_\_\_\_ Norton Town Hall, Main Floor \_\_\_\_\_

Members & Staff Present: All Board Members, Raymond Cord

Members Not Present:

The meeting was called to order at \_6:30pm\_ and adjourned at \_7:58\_.

Minutes from the 8/29/2017 meeting were reviewed and approved as written.

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

Meeting called to Order at 6:30pm by Nicole

-Members must come to Town Hall to get sworn in next week to establish the right to vote; please see town clerk.

-Nominate Chair and Vice Chair; possible voting in 3 weeks once members get acquainted.

Halloween Parade

-Divide new businesses into divisions

-Mail letters for donations for Halloween parade and follow up with phone call.

-Separate business list by division (division #1 Rob and Lorna, #2 Tori and Tiffani, #3 Sonia and Alex, #4 Mike and Nicole)

-Registration forms for donations being sent out with letters, registration forms will also be available through parks and recreation Facebook page and town website.

-discussed location of parade

-placement of ad in sun chronicle for donations

- pick up print outs and envelopes from Nicole on Tuesday 9/5
- March order needed by 2<sup>nd</sup> week in October
- Ray to check with St. Mary's regarding ending parade.
- mike and alex collaborate and will reach out to sun chronicle.
- Sonia by next week will make fb nomination for honorary major.

New business

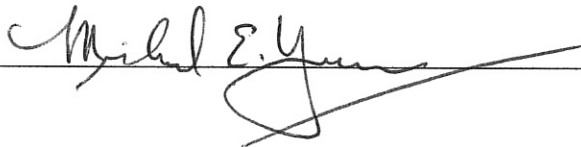
- possibly starting monthly newsletter advertising new and upcoming events.
- Create email accounts for board members; nortonparksrec1,2,3,4@Gmail.com

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

- Parade To-Do List
- Parade Folders with info from previous years

Minutes respectfully submitted by: Nicole Cuneo

Minutes approved by the Board or Committee on: \_\_\_\_\_ 9/12/2017 \_\_\_\_\_

Chairman Signature:  \_\_\_\_\_