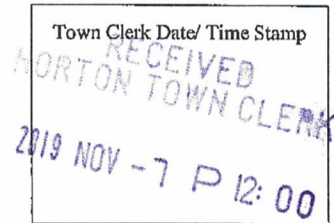




# MINUTES

## TOWN OF NORTON



Board / Committee: Parks and Recreation

Meeting Date: 08-27-2019

Time: 7:04pm

Meeting Location: Parks and Rec Room, 3<sup>rd</sup> floor

Members & Staff Present:

Rosemary Dolan, Bob Salvo, Audrey Moschella, Heather Creegan, Sharon Rice, Michael Young, Carol Zwicker, Mark Sweeney, Rob Kerr, Janice Roberge

Members Not Present:

Tiffani Green

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The meeting was called to order at 7:04pm and adjourned at 8:47pm.

Minutes from the 6/20/2019 meeting were reviewed and approved as written.

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

- **Motion to authorize Audrey to sign invoices:** Bob made the motion, Mark seconded. All in favor.

**Discussion:**

- Remote meetings: unknown about new tech; Audrey suggested conference calls. Bob mentioned Mansfield's successful implementation of a conference line for BOS meetings, Rosemary volunteered a similar situation for her FL community; Michael Young clarified these are for BOD meetings vs committee meetings. Mark asked if other Boards are doing this; Sharon isn't sure. Board tentatively in favor, with guidelines to prevent abuse.
- Founder's Day
  - Totals: we have \$9381.48 in account, which means we essentially raised what we spent, because we started 2019 planning with about \$9300.
  - Staging: is it worth it to purchase two lengths of boards of some type to use as a pathway to keep the staging carts from sinking into the dirt/grass. Bob suggested using an available Highway Dept trailer to move the staging around the school as needed. Rob agrees that the trailer would be more efficient.
- Recreation Commission Event sign-ups:
  - Audrey reviewed the upcoming events because some are new.
    - Vendor fair, 9/21 at Lifechurch
    - Family Fun Walk, 9/28 at Edith Reed Conserv. Land.
    - Paint Day Party, 10/12 at Senior Center for different age groups.
    - Cornhole Tournament, 10/12 at VFW.
    - Halloween Parade, 10/27, Rte123

- Trunk or Treat, 10/27 at LifeChurch
- Food Collection for Cupboard of Kindness; November
- Festival of Lights, 12/8, Town Common, light stringing and event
  - Logistics: put mailbox out earlier, involve others in writing letters
- Pizza Battle, 1/26/20, St Mary's
- Spring Fling, 3/13/20, need volunteers, need to cut down on wait times for preregistration.
- Egg Hunt, 3/28/20
- Signup sheets will act as foundations for committees for each event.
- Two new possible sources for volunteers: Wheaton and LifeChurch
- Quarterly Meeting Schedule
  - August, November, February, May.
- Pizza Battle
  - Sunday vs Saturday – Opt for Sunday, 2-4 to allow for least disturbances to Mass schedule;
  - Pricing: Adult rate - \$10, Kids rate - \$5, under 3 eat free.
- ELP Pool, ways to make profitable: tabled for later discussion. Possibility of renting space to food vendors, eg ice cream. Bringing back summer programs is contingent on more demonstrated town support+more P&R staff.
- Wheaton Grab And Go Yard Sale – proceeds split between 2-3 charities that help set up and staff the sale. Previously discussed helping with this to include P&R as one of the charities to receive proceeds. Board agrees to let Wheaton know we are interested in participating for 2020.
- Halloween Parade:
  - Notes from previous years: no float assembly in parking lots, no early arrivals, clean up after themselves, no dancer rehearsals
  - Have Ray's guys come in and debrief everyone on how to arrange parking and floats;
  - LifeChurch might be able to provide up to 30 volunteers,
  - Suggested alternates to Mayor fundraising.
  - With the donations of Halloween décor from Roche Bros, it was suggested P&R have a float, maybe used by the BOS.
  - Sponsorships for parade – will have a sponsorship banner; need walkers to carry the banner. Mark has the pole for the banner from Memorial Day; will reuse that. Still looking for more sponsors.
  - Have sold vendor space to a vendor for popcorn and cotton candy;
  - Sharon will set up a Halloween Parade Committee meeting to continue logistics discussions
- ELP Pool: need a handyman to fix some stuff, like screws in the lifeguard chair, repairing a hole where birds nested, etc. Bob Salvo to fix.
  - Pool paid for itself this year, which was an improvement over past years.

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

- Board sign up sheet for events
- Overall calendar of events through Egg Hunt 2020

Minutes respectfully submitted by: Heather Creegan

Minutes approved by the Board or Committee on

Chairman/Vice-Chairman Signature: \_\_\_\_\_

11/5/19  
