



Bolton Parks & Recreation Commission

Meeting Minutes

Date:	Thursday, October 4, 2018
Time/Location	7:00 p.m. Houghton Building
Commissioners Present:	Laura Roberts, Linda Herbison, Lauren Cilley, Tammy Ballard
Guests:	Pat Bensettler, Bolton's WHEAT representative, Katie Weiser, Liz Cammilleri, Carla Zils, Annie Polk
Next Meeting:	Thursday, November 1, 7:00 p.m., Houghton Building

Agenda Items

	Agenda Item	Action
1.	Approve Minutes from September 6, 2018 Minutes <ul style="list-style-type: none"> Minutes were unanimously approved. 	
2.	Field Requests <ul style="list-style-type: none"> Bolton Conservation Trust request to hold the Tree and Menorah Lighting on Sunday, December 2, 2018 was unanimously approved. 	
3.	Parks & Rec Coordinator <ul style="list-style-type: none"> Laura shared a job description for a part-time P& R Coordinator to handle administrative tasks for the Commission in order to allow Commissioners to do more strategic tasks. The Commission unanimously approved requesting a Part-time Parks & Recreation Coordinator for FY20 	Laura will submit her request to the town for a cost calculation, then it would advance to Advisory
4.	Halloween Plan Updates <ul style="list-style-type: none"> Cindy Ayotte has offered to be a "headless horseman". Judges for the costume contest will be Brian Boyle and Jonathan Keep Nashoba's jazz ensemble will perform from 2:00 – 3:00 20 Nashoba girls soccer players will do set up in the Emerson gym, decorate, and draw the chalk numbers for Trick or Treat Lane. Other groups being recruited are Bolton's COA, Friends of Bolton Seniors, and Nashoba NHS. The Commissioners are very appreciative of the help provided by Pat, Liz, Katie, Annie, and Carla. A Halloween planning meeting will be held October 16. 	Do tasks and share progress with the group Meet October 16 to finalize plans
6.	Other Parks & Rec Business <ul style="list-style-type: none"> Laura/Lauren will continue to communicate with BCT about the natural play area Tammy is writing a grant to the Bolton Cultural Council for Summer Concerts Tammy will research additional grant opportunities, including accessible play area grants 	

Approved Meeting Minutes Se

Initials						
Commissioner	K. Regan	L. Cilley	L. Herbison	L. Roberts	T. Ballard	