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|  | Bolton Parks & Recreation CommissionMeeting Minutes |

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| **Date:** | November 8th, 2022 |
| **Time/Location** | 7:00 p.m. Zoom Meeting |
| **Commissioners Present:** | Ed Sterling, Greg Kabachinski, Mary Miskin, Lauren LaRosa, Erika Mond & Lisa Shepple, coordinator |
| **Guests:** |  |
| **Next Meeting:** | December 13th, 2022 |

### Agenda Items

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|  | **Agenda Item** | **Action** |
| 1. | Approve Minutes from October 11th, Meeting | Approved Unanimously |
| 2.  3.  4.  5.  6.  7. | Thoughts/discussion from Halloween parade held on 10/29: nice weather for the event, children gathered at Town Common and walked to Emerson. There was no in-street parade, but Police assisted in having the children crossing Main St. Numerous groups provided candy for the children. Maybe next year start from fire station/Memorial Field so we don’t have to cross street. We caused traffic with people parking at school and walking across the street.  Discuss/planning Christmas Tree Lighting 12/3 @ 5:00 PM @Town Common & contest plans: asking for homeowners to decorate their homes for the holidays and send us their home address. A list of participating homes will be listed on Facebook. Members discussed awarding small prizes for entering. Lisa & commissioners are decorating the holiday tree and garlands have been put up at Town Common pavilions & lights. Ed has contacted the Fire Department to request a volunteer to assist with the bonfire in the special tank. He also requested that DPW move the tank to the Common center. Lisa contacted the Nashoba Band/Choir to play in the afternoon. Ed contacted Bob Johnson, who has played Santa Claus before. He agreed to do it again this year. Joel will be playing music & Colonial Candies donated chocolate lollipops.  Discussion continued-vote new archery equipment $ purchase: Ed has surveyed and measured the area between the Memorial Veterans Stone House and believes it is a better location for an archery field, going from the fence to the small playground, along the old stone wall at Memorial Field. He is still looking for the best price for equipment.  Discuss/vote on natural play area signage at Town Common: Lisa got approval from the Conservation Trust, and Lisa read the text to the members. Unanimous Approval to make the sign. Lisa is continuing to get approval from the insurance company so that we can show the Select Board the town insurance covers the natural play area.  Discuss/vote $ for new ice rink liner & edging: it appears we will need to  purchase a new liner annually, as being a public place with lots of use the  liner just doesn’t last. The cost is roughly $700. It was voted unanimously to  purchase a new plastic liner from the purchase of equipment budget line.    Discuss/vote budget 2024: major issue is that Lisa should be a full time employee working much more than 19 hours. We approved to move Lisa to fulltime to 40 hours between working weekends for the events and working 5 days a week during the Summer for the programs. Ed said that Harvard Town Meeting just approved a full time recreation coordinator. It was suggested that Budget line 630 be increased 47777.60 for Lisa’s wages, at 2080 hours per year at a wage rate of $22.97/hour. Swimming lesson wages will be coming from our revolving fund which will impact our budget numbers. It was moved and seconded to approve that change of hours for Lisa, vote was unanimous.  **Coordinator Report**  Update on new tree at Pond Park: Lisa has contacted Mark Caisse about replacing the tree. Mark recommends waiting until Spring to do that because there weren’t any good trees left. A blue spruce or Norway spruce is recommended.  Update on FSS ski club bus: Monday the program was announced, we will collect the bus money, that is all.  8:53 PM – Moved and seconded to close this meeting. | Approved Unanimously  Approved Unanimously  Approved Unanimously  Delayed voting until next mon  Approved Unanimously |
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|  | **Meeting ended at 8:53 PM** |  |
|  | **Items for next agenda** |  |
| 7. | **Next Meeting: December 13th, 2022, Tuesday, 7:00 pm** |  |

### Approved Meeting Minutes

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| **Initials** | *ES* | EM | GK | LL | MM |
| **Commissioner** | E. Sterling | E. Mond | G. Kabachinski | L. LaRosa | M. Miskin |