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|  | Bolton Parks & Recreation CommissionMeeting Minutes |

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| **Date:** | October 11th, 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:** | November 8th, 2022 |

### Agenda Items

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|  | **Agenda Item** | **Action** |
| 1. | Approve Minutes from September 20th, Meeting | Approved Unanimously |
| 2.  3.  4.  5.  6.  7. | **Discuss more details for Halloween parade scheduled for 10/29 @3:00 PM**, Meeting point to start at Town Common, Lisa said Select Board must approve the parade. Chief Nelson approved, he will not stop traffic completely but will manage the crosswalk over to Mechanic Street. Lisa said a number of businesses are willing to supply candy. Greg asked if we can find the headless horseman; Lisa will try to find the name of that person. Lauren asked about the blowups; we will need to get them out of Emerson closets and test them (Pumpkin, Witch and Dragon). One on Town Common & other at Pond Park. Members are asked to help Lisa test the blowups. We may need extension cords if certain electric sockets are out of service.  **Vote & plan Christmas Tree Lighting & contest** – we decided Dec. 3rd is the best day, Dec. 4th as a rain date. Lisa and Lauren suggested we need some new lighting for the pavilions. Lisa should contact the Cub Scouts and Girl Scouts to see if they will serve hot chocolate and sell cookies respectively. Lisa will contact the NRHS to see if we can get some carolers to sing. The oil tank will need to be moved by DPW to the amphitheater circle area for a bonfire. Rebecca at ConsComm can get some wood from the trails committee. We need to contact Bob Johnson to see if he will play Santa Claus at the upper pavilion. We decided not to put a tree at the upper pavilion, but instead have ornaments or perhaps a large candy cane to hang. Ed moved that we approve $400 from supplies for Lisa to purchase new items for the holiday decorations and lights. Motion seconded, voted to approve was unanimous.  **Continue discussion/vote new archery Spring/Summer program and purchase of equipment**.  Lisa did a post today on Facebook asking if there is interest in an archery program, and she received 24 responses very quickly. Mary said her high school had an archery program. Greg added that Tahanto High School also has an archery program. Ed intends to check with Tahanto to see how they got started. Ed researched the USA Archery website and found they have a package to get started for $3800 that provides for multiple types of bows for 8 students, with all required accessories. Ed said he wanted to also check with Cabelas in Berlin based on their past generosity helping Boy Scouts in the area, youth fishing programs, and firearms safety trainers. The archery program would be conducted at the Town Common hill in accordance with USA Archery standards. Ed moved that $3800 be approved as a maximum budget to start the program, but no funds will be actually approved until he has reviewed the choices of available equipment. Motion seconded, voted to approve was unanimous.  **Discuss view preliminary layout natural playground at Town Common**.  Long discussion ensued reviewing the graphic of the proposed natural play area. The graphic shows the master plan for the area, on both sides of the trail. Ed requested that Erika add a second page to the layout sheet, to describe each play unit in a few sentences, to include the material and the objective of that play unit. Ed feels that if the Select Board needs to approve the plan, a meeting with the Town Administrator is an essential first step, to understand his concerns and find out what we can do to alleviate those concerns. Calls to the Town’s insurance company should follow that to confirm there is satisfactory coverage for the play area. Lisa & Erika will plan to meet Don Lowe to review the proposed natural play area, and to hear the concerns that he may have prior to asking approval by the Select Board.  **Discuss/vote on playground signage for Town Common** –  Lisa had some text for a sign saying “Play at your own risk.” Ed initially moved to approve that, but Erika felt the text should be approved by the Conservation Trust first. Ed withdrew the motion. Some discussion followed, but in the end, it was decided to delay the signage until the Trust can comment on it.  **Discuss the process for handling ski club this year**  The ski program involves getting children to afternoon skiing at Mount Wachusett (MW) by bus from FSS. There are a lot of details that need to be written down on how to run the program, which is being handled by two ski club volunteers this year. Lauren is familiar with the ski program, and said it would be a gradual move for Parks and Rec. to assume full responsibility with parents helping. For this season, Parks and Rec. would be responsible just to collect money from parents using the online payment system on the town website. The collected money would go to pay an invoice for bus service to get the children to MW mountain. Thus no money from town funds will be expended for the program.  **Coordinator Report**  Discuss new tree planting for Pond Park. Mark Caisse the Town Tree Warden has agreed to replace the dying holiday tree at Pond Park with a new similar tree. Lisa will check with him on the status of that replacement. Ed stated that replacing the tree is timely, and perhaps even better to plant in early November. | Lisa attend S/B mtg 10/27  Approved Unanimously $400 for lights & decorations  Approved Unanimously to start Archery program Spring/Summer  Lisa to connect with insurance  Erika & Lisa meet with Don prior to S/B approval  Delayed voting until next month |
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|  | **Meeting ended at 8:43 PM** |  |
|  | **Items for next agenda**   * Budget |  |
| 7. | **Next Meeting: November 8th, 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 |