

**Northfield Recreation Commission
Meeting Minutes
May 4, 2022 @ 7pm**

Approved
6/11/22
SEB

I. Call to Order

- A. 7:03pm Chair (SB) called to order and quorum determined
- B. Present: Stacy Bond (SB)— Chair; Bob Emberley (BE); Chelsea Depault (CD); Ed Bassett; (EB); Josh Roman (JR); Courtney Lawler (CL); Amy Neil (AN) — Director
- C. Attendees introduced

II. Minutes & Meeting procedures

- A. 3/2/2022 meeting minutes reviewed and approved. **BE Motion EB second Unanimous**
- B. 4/4/2022 meeting minutes reviewed and approved **CL motion BE second Unanimous**
- C. SB reviewed procedures for meetings in keeping with open meeting law; posting of agenda 48 hours in advance of meeting; SB prefers to be communicated via email; do not *reply all* unless message is for everyone; there should be no discussion of rec. comm. agenda outside of meeting.

III. Citizen/guest input

- A. No citizen input
- B. 7:17pm Q&A with Andrea Llamas (AL) town administrator via ZOOM call.
 - SB gave update on Kiwanis Park. AL asked in Kiwanis wants the town to own the park. SB said yes. Discussed the process of how the town would take ownership of the park and the grant application the rep. from Mt. Grace is working on.
 - SB asked AL about MyRec website and software. How much is it being used? **SB wants to go back to some kind of online registration system that is user friendly and that will link the payer to the child who has registered.**
 - Question about CORI checks. **Yes all rec. comm members and coaches need CORI checks**
 - EB is resigning from rec. comm. CD will need to fill out a citizen's interest to fill his spot
 - **All new members need to be sworn in by town clerk and watch ethics video**
 - AL signed off at 7:38pm

IV. Chair's report

- SB informed new members about offer of Kiwanis Park to town.
- SB thanked those involved in Easter Egg hunt
- Snow's Landscaping is taking the field maintenance contract
- **SB wants to be sure that all ideas, plans, goings on associated with rec. comm. are brought to her attention so she can oversee things**
- **Adult programs are needed and there have been some citizen requests for these type of programs/activities**
- Baseball/T-ball hats and shirts became quite time consuming and expensive due to late registrations. **We need to work on a way to avoid this in the future.**
- With EB resigning we need someone to take on the treasure responsibilities. EB shared that during event/sport registration can be busy, but besides that it is not too involved. CD to take on the treasurer role.

V. Summer Program

- Program will not take place this summer. **SB would like to begin working on the program for summer of 2023.**
- AL gave AN the template for the town of Buckland's program
- **Registration and liability issues need to be addressed as part of program planning**
- Putting together a summer program will be a challenging endeavor as we are basically starting from ground zero

VI. Community Preservation Committee Update

- BE is the CPC liaison from the rec. comm
- BE reported that the CPC had one application; the painting of the historical society museum; funding provided is approved at town meeting

VII. Treasure's Report (EB)

- EB reported that \$1,500 income from baseball and softball
- Bill needed for porta-potty at NES. **AN will provide this to EB.**
- **Bill needed for uniforms (Silver Screen designs)**
- After meeting EB will talk with CD about taking on treasurer responsibilities
- **SB made a motion that only either the treasure or the chair sign the bill schedule. Second by BE. Unanimous**
- Discussed the purchase of (1) air compressor (2) new pinnies with small sizes children (3) first aid kits (4) hand-held whistles (5) spikes for flags. **Motion made by BE to use up to \$2,000 to purchase any equipment and supplies SB deems necessary for sports and events. Second EB. Unanimous**

VIII. Director's Report (AN)

- Baseball and softball going well. 13 playing baseball; 14 softball; and 28 t-ball.
- **Suggested splitting t-ball and baseball so that the pre-K and K are not playing with the older 1st and 2nd graders**
- We were late with sign up. **Need to get registration going by late January next year to avoid this.**
- Softball being played at Bernardston fields.
- NES fields for baseball and t-ball need lots of work. Because of COVID they have not been set up for two years. SB and AN will contact Al Stone for help with this
- Snows Landscaping coming for Spring clean-up this week and will mow once a week (7am on Saturdays). On May 21st Snows will have to re-schedule as it is NES/PTO Carnival
- NES requested that porte-potty be moved as it is taking up a parking spot. **SB will negotiate with NES on new location of porta-potty.**
- AN said that sign-ups were quite difficult. **An online platform for registration of sports and payment is needed. It should provide for creating rosters and email lists for coaches**
- **Parents need a "landing-spot" for communication that is not Facebook. A place they can go to get information and to communicate.**
- AN stepping down as Rec Comm director to give attention to other family and life commitments; AN offered to help the rec. comm. on a volunteer basis. SB expressed gratitude for AN's service; AN will help SB for the next two weeks.
- **AN gave suggestions from her experience regarding time needed for director role. Current compensation and hours not sufficient. A computer connected to town serve would help; and a cell phone.**

IX. Schedule next meeting and adjourn

- Next meeting will be Wednesday, June 1, 2022 at 6:30pm
- BE motioned to adjourn. Second EB. Unanimous. Meeting adjourned 8:24pm

Action items / actionable motions highlighted **GREEN**