



Date of Meeting: Tuesday, November 5th, 2019

Location: Parks & Recreation Office, 215 Main Street, Boylston MA

Time: 6:32pm – 7:55pm

Members Present: Board Members, Eric Hoffses, Drew LeBlanc, Claudine Underwood and Parks & Recreation Program Coordinator, Crystal Byron.

The meeting commenced at 6:32pm

Review and vote to approve minutes from meetings held on October 9th, 2019.

A motion was made by Eric to approve the October 9th, 2019 minutes, seconded by Claudine. Yes – Drew. Abstain – None, No – None. All in favor, motion passes.

Hillside Field Update

The new irrigation pump has been installed by Bob Johnson & Son Inc. and tested. Per Bob Johnson, the water main outside the snack shack need a gasket replaced in the Spring. Crystal will reach out to Bob Johnson and ask if the repair needs to be made before the winterization. Wilde Companies Inc. has been scheduled to perform the irrigation system winterization. Claudine makes a motion to authorize Crystal to make payment on the water main repair not to exceed \$1000.00. Eric seconds, all in favor. Motion passes.

Coordinator Update

Crystal gave an update of the upcoming Parks & Recreation programming as well as programs in the planning stages.

-The Hillside gym has been booked by Youth Basketball, Men's Over 35 League, Northborough Church of Christ, Pickleball, and the Police Academy

-Holiday Cookie Decorating Class with Aisling's Cookies – December 5th, 2019 sold out.

-The Coloring with Cats event was a success and another event will be planned in the future.

-Toddler Trick-or-Treating had 24 registrations and was a great success.

-Kid's Test Kitchen and Kids/teens Social skill classes were cancelled due to low enrollment. Crystal is hoping to reschedule Kid's test Kitchen at a later date.

-A Coats for Kids coat drive is being planned for the winter.

-3 Cake decorating class are currently being offered.

-Stem Mini classes are planned for winter vacation school break.

-Shrewsbury Club Softball sign-ups being offered via the Parks & Recreation website.

Crystal will be requesting Liability insurance policy copies, all schedules and field maintenance bills and records from all town sports organizations for the town's records.

Budget Update

An updated budget sheet was not available in time for the meeting. Crystal presents the board with the payment deposit sheets for the month of October. Drew requests to review the updated budget once it is received.

Center Courts

Crystal presents the board with the catalog to choose picnic table and bench styles. This will be readdressed in the future on the updated budget is reviewed. Crystal suggests the possibility of giving residents the opportunity to donate a bench with a memorial plaque. Claudine suggests all dedications need the approval of the Parks and Recreation Board. Drew and Eric agree Drew

mentions that an ADA accessible picnic table was part of the donation from Clinton Savings Bank and would like a plaque made once a picnic table is chosen.

Manor Park Ice Rink

Crystal states we have all the boards required to build the ice rink. Crystal will contact other local ice rinks to ask where they sourced plastic sheeting needed for the ice rink base. Crystal asks for other suggestions for sourcing the plastic. Drew suggests contacting other industrial supply companies and asks if there is a fire hydrant nearby to flood the rink. Claudine states there is a hydrant at Manor Park. Crystal mentions the possibility of having the Fire Department deliver water to the rink. Drew asks how the rink will be maintained. Claudine states that in the past there were residents that would help. Eris asks who puts the rink together? Drew asks Crystal to contact DPW and Karen Barber to ask when we set-up the rink in previous years. Volunteers will be needed to construct the rink.

Drew will reach out to April Steward about the safety lighting outside of the Parks and Recreation office not working properly to have it repaired.

Eric mentions that basketball would like to do upgrades to the Hillside Gym in lieu of payment. Possibly adding bleachers or sound dampening padding. Claudine and Drew like the idea, but the in lieu of payment aspect will be addressed at the December meeting. Drew asks Crystal to order rubber mat runner to protect the gym floors. Claudine asks if Crystal should be authorized for a set purchase amount by the board, Drew states it was previously authorized for purchase and to check last year's minutes. Drew asks when basketball is looking to make the gym improvements. Eric will ask someone from basketball to present to the Parks and recreation Board.

Drew reminds the board to complete conflict of interest online training if they have not done so.

Eric moves to close the meeting at 7:55pm, Claudine seconds, all in favor.

Meeting is adjourned at 7:55pm.

Respectfully submitted,

Crystal Byron