

**Recreation & Parks Commission Meeting  
December 7, 2021  
7:02p @ via Zoom**

**Attendance:**

Chip Osborne, Derek Norcorss, Linda Rice Collins, Matt Martin and Karin Ernst.

**Approval of Meeting Minutes of November 23, 2021. All in favor**

**Topics**

- **Budget Discussion**
  - Requested by department staff -
    - Special Clerk position - part time work
      - Daily Deposits & Reconciliation
      - Weekly Bills - Data Entry
      - Clerical Work- filing of reports, customer service & calls
      - Building & Park permits
      - Float Storage
      - Kayak/Pram/Paddleboard Permits
  - Trash bags - due to no carry over money
  - Motion made and seconded to pay for Garbage Bags - All in favor.
  - Motion made to request funding for special clerk. No second
  - Motion made and seconded to level funded budget -All in favor
- **Beach Operations**
  - New procedure - went well will continue for Summer 2022
  - Parking Revenue report at next meeting
    - Summer 2020 v Summer 2021
    - Riverhead and Devereux
- **Update on Current Projects**
  - Seaside Tennis Court- bid accepted work will be done in the spring
  - Website - out for bid solicitation
  - Basketball Height Adjusters - installed at end of month
  - Raimo Zone - bid specification after 1st of year 120 X 100
  - Hobbs Irrigation - has to go out to bid. Need Scope of work. Spring 2022 project.
  - Reynolds - Meadow Lane fence. Line has not been marked
  - Hamond Nature Center
    - Roofing Contractor Calls
    - Switchbacks spring
  - **Stramski Electrical & Plumbing - Peter met with Essex Tech - High Priority**
    - Walter Jacob - will have plans by end of week
    - Building Inspector - assisting with permit for handicap ramp & Voc work
    - Who gives the list of materials? Essex tech for classroom work
    - Peter will find out what documentation is needed for Essex Tech can start work

**Park Report**

- Finance Committee Meeting - Monday Night, December 13 7:00p
- Fall Clean-ups continue
- Outfield at Seaside - leveled up and resodded
- Sodded goal areas @ hopkins
- Looking to get blankets down before the end of the month
- New signs for trash @ commercial st and landing in conjunction with Board of Health. Barrel removal. By Law sign with fine.

**Recreation Report**

- Crocker Park Event - sponsored by landing
- Meeting with Beach Clean-up Sustainable MHD - January
- Basketball Leagues
- Winter Programs

- Summer Programs
- Community Partnerships
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### **Correspondence**

- Memorandum of understanding from school - We need to get original from school department
  - Edit groom line
  - No notation that this does not include the Brown School.
  - This was signed prior to Brown School opening
- Ford - permit approved

**Chip will be stepping down from the Commission affection February, 1 2022.**

**Peter to ask Town Administrator about meeting about Lars Anderson**

Meeting adjourned at 8:50p

Next Meeting Monday for Finance Committee