

 TOWN OF NEWTON, NH

 *Recreation Commission*

*2 Town Hall Road*

 *Newton, NH 03858*

Date: April 16, 2018

Call to Order - 7:02 pm

In attendance – Chairman Stephen St. Cyr, Vice Chairman Vanessa Burrill, Matthew Burrill (representing Selectmen), Christine Kuzmitski, and Patricia Masterson (recording minutes)

Approval of Minutes

**Vice Chair Burrill made a Motion to approve the Minutes for April 2, 2018, and Ms. Kuzmitski seconded the Motion, which was unanimously approved with no discussion.**

Recreation Commission Bylaws

Board of Selectmen Secretary Diane Morin reported that the Recreation Commission Bylaws are out of date. She suggested that the Commission review the old Bylaws, including the process of submitting requisitions, and send recommendations to the Board of Selectmen. They will review the recommendations and determine if the changes can be incorporated into a new Bylaws document. If accepted, they will vote on a new set of Bylaws.

Requisitions

Town Administrator Nancy Wrigley said that all Recreation Commission requisitions are being presented to the Board of Selectmen for approval. She suggested that requisitions may not be necessary for payments to be made from the operating budget. Requisitions would still be needed for capital improvements withdrawn from the revolving account and expenditures withdrawn from warrant articles. The Bylaws will have to be revised to reflect a new process.

Payments made from the operating budget would need a line item from the budget and an invoice for payment. The invoice should include the company name and address. This information would be given to the Town Bookkeeper. The Bookkeeper will refer to the Recreation Commission Minutes for confirmation.

*Recreation Commission April 16, 2018, Minutes, page 2*

April School Vacation Movie

Ms. Wrigley gave Ms. Kuzmitski a check for $300 to pay for the April 25 school vacation movie. Sign-ups for the event will be at the Town Hall on April 19 from 5:00 to 6:30 p.m. Ms. Masterson will send out a reminder notice.

Memorial Day Parade

Road Commissioner Mike Pivero will be working to orchestrate the May 28 Memorial Day Parade. The marchers will start from the old fire station and proceed up Main Street, left on Highland Street, past the cemetery, on to Whittier Street to Willow Grove Cemetery.

Selectman Burrill will discuss the Grand Marshal with the Board of Selectmen.

Mr. Pivero will contact Rolling Thunder motorcycle club to see if they are available. He will also contact combat Veterans, the Honor Guard, the Color Guard and antique car owners. A truck will be needed for the Veterans. Selectman Burrill will contact Veterans at Sargent Woods. Also, he will need a parade permit from the Commonwealth of Massachusetts.

One cruiser will be leading the parade and others will be involved. North Shore Bank will be approached about parking, and cones will be placed on one side of the road at Willow Grove Cemetery.

Selectman Burrill will contact the Sanborn High School Band. Dignitaries have been invited. Other contacts are needed: Boy Scouts, Girl Scouts, baseball and softball teams, martial arts demonstrations. The Ladies Auxiliary from the Fire Department will provide baked goods and coffee. Mr. Pivero will also contact local business, such as HALO, to see if they want to provide a float or car. Selectman Burrill will arrange for a stage coach.

Selectman Burrill will work with Ms. Morin to purchase candy to throw to children along the route.

Ms. Morin will set up a video camera at the Town Hall and then, proceed to Willow Grove Cemetery. Chief Jewett will provide a command vehicle.

Pop-up tents may be needed if it rains. Vice Chair Burrill also suggested having chairs available at the cemetery.

Selectman Burrill will prepare programs for the event, and Ms. Morin will contact Rand Publishing for printing. Programs will be handed out at the cemetery. Flags will be purchased to be distributed at the cemetery.

**Vice Chair Burrill made a Motion to purchase 50 flags for distribution not to exceed $100. Chairman St. Cyr and Vice Chair Burrill will distribute the flags. The Motion passed unanimously with no discussion.**

Final plans will be made at the May 21 meeting of the Recreation Commission.

*Recreation Commission April 16, 2018, Minutes, page 3*

Town-wide yard sale

Paula Lynch and Marie Lightizer attended the meeting to propose a Town-wide yard sale. They presented examples from area towns. In Kingston, a letter is sent to all Town residents announcing a $20 entry fee to participate. Entrants receive a yard sale sign. A map of participating yards sells for $1.00.

Ms. Burill said that maps are $15 in Plymouth, and there is a fee of $25 to locate in a central location. She suggested that food trucks could participate if it was in one location.

The Plaistow Recreation collects a fee of $20 to participate with a directory of locations and driving directions.

Atkinson puts arrows at the beginning of each street that has yard-salers. They also provide a map.

A possibility is to create a map online and have the map available at the Town Hall.

Fees collected must go in to the general fund, but perhaps the money collected could go to charity. Selectman Burrill said they may need to create a Friends of the Recreation Commission committee to collect fees for charity.

Vice Chair Burrill will meet with Ms. Lynch and Ms. Lightizer to begin planning for the Town-wide yard sale. A possible date is October 6. Vice Chair Burrill will discuss the plans with the Fire Chief and the Police Chief.

Lifeguards at Country Pond

Chairman St. Cyr has been in contact with the YMCA about lifeguards for Country Pond beach. They suggest having two lifeguards on duty. The Recreation Commission may not have the budget for two, so maybe we can only provide lifeguards on weekends. He will continue to work with them. Possible length of time would be June 20 to Labor Day weekend. The YMCA has insurance. The Town would list them on its insurance, and the YMCA would list the Town on their insurance.

Country Pond beach cleanup

On May 4, a Girl Scout Troop will clean up the beach. They will need yard bags.

**Chairman St. Cyr made a Motion to purchase yard bags not to exceed $50 for beach cleanup. Vice Chair Burrill seconded the Motion, which passed unanimously with no discussion**.

Senior Trip

Ms. Kuzmitski sent out 115 emails asking for ideas for a Senior trip. Six responses were received. She booked a Portland Lighthouse cruise with lunch. The trip costs $89 per person. Seniors will pay $35 and

*Recreation Commission April 16, 2018, Minutes, page 4*

the Town pays the difference. August 8 or August 15 will be the date for the cruise. It is handicap accessible.

Recreation Commission Officers

**Selectman Burrill made a Motion to continue Chairman St. Cyr’s term for three years. Ms. Kuzmitski seconded the Motion, and there was no discussion.**

Olde Home Day

Vice Chair Burrill will post a poll on Facebook asking people if they prefer September 15 or September 22 for Olde Home Day. Selectman Burrill will discuss the dates with the Chief of Police and the Fire Chief.

Road Race

Dates for the 5K road race were discussed. An idea was suggested to hold the road race before the tree lighting on December 8, perhaps at 1:00. A suggestion was made to combine it with a Toys for Tots fundraiser. Jingle bells could be handed out to all runners.

Snow tubing

New England Sports Park would like to be paid $1000 for 100 Town of Newton snow tubers even though only 72 residents used the discounted tickets. They will credit the remaining 28 to the Town for next year. Chairman St. Cyr will pursue this.

Adjournment

**Vice Chair Burrill made a Motion to adjourn the meeting at 8:25 p.m. Chairman St. Cyr seconded the Motion. The Motion was unanimously approved.**

THE NEXT MEETING WILL BE HELD ON May 7, 2018, at 7:00 p.m. in the REAR of the TOWN HALL.

Respectfully Submitted,

Patricia Masterson

Recreation Commission Secretary