



May 10, 2023

**April 12, 2023, Clinton Parks and Recreation Meeting Minutes**

**Clinton Parks and Recreation Building**

**560 High Street, Clinton, MA 01510**

**Call to Order:** 6:00pm

**Pledge of Allegiance**

**Attendance:** Chair- John Green, Commissioner Patricia Kerrigan, Commissioner Amanda Agnitti, Commissioner Mike Burgwinkel, Director Mackenzie Maloof, and Laura Taylor

**Public in Attendance:** Angela Snell

**Administrative:**

1. **Review and Acceptance of Meeting Minutes** – motion to approve March 22, 2023 meeting minutes – made by Commissioner Agnitti and seconded by Commissioner Kerrigan. **All in Favor – Motion Approved**

2. **Housekeeping:**

- **Robert's Rules – Public Guide for Commissioners** - All Commissioners should be following– if you need a copy reach out to Mackenzie. No side conversations or interruptions, please be respectful. We have a very capable department with a great reputation. Commission meetings should not take away from that. We will continue to address this.
- **Business Cards** – ordered and will be provided for Commissioners – Commission auto forward email/office phone/town seal will be on this card. Any emails can be addressed by the entire Commission. Commission is policies and procedures and department is day to day operations. We operate as a Commission not as individuals. All that we do is part of the public record. Department is asking for all Commissioners to use these cards.
  - **Motion made by Commissioner Agnitti – new policy is that all CPR/Fuller Field Commissioners will use the generic Commission Cards that will be provided with commission email and office phone number – Seconded by Commissioner Burgwinkel – All in favor – Motion Passes**
- **FY24 Budget** – Director Maloof presented the FY24 Budget that was presented to the Selectboard and the Finance Committee on April 5, 2023. FY2024 Budget Request and Operating Notes – available and provided by request.
- **Fuller Field Assessment** – Proposal due at end of the week from contractor - that will make three quotes and Facilities should be able to move forward.
- **Warrant Article for Town Meeting** – Mackenzie will work with Brian Farragher to create a warrant article for Carlisle Park (revitalization of plants, flowers, benches, fix the slopes and maybe some bench swings. Once the amount of the warrant is determined (Brian and Mackenzie) an email will go out to the Commission.
  - **Motion made by Commissioner Agnitti – Director Maloof will reach out to the Director of Facilities (Brian Farragher) to create a warrant article for FY24. Seconded by Commissioner Kerrigan – All in favor – Motion Passes.**
- **Concrete Chess Boards** – getting quotes for concrete pads to go under the chess boards. Met with Facilities and Counsel on Aging. Placement will be along the pathway going into the fountain – one on each side. Concrete Slab will go under. Brian confirming placement does not disrupt the sprinklers.
- **Central Park Fountain** – Facilities working on this.

**Parks & Recreation: Department Updates**

- **Mass Parks & Recreation Director's Meeting – April 5<sup>th</sup> met with Directors from Central MA**
- **Breakfast with Easter Bunny – April 2<sup>nd</sup> – went really well**
- **Cell Phones delivered and using OneTalk – can be in touch 24x7**
- **Red Cross CPR/First Aid Certified Instructor Class – May 24, 2023**
- **AED is installed at CPR Building**
- **Mental Health First Aid – May 16th**
- **Take over at Polar Park – May 16, 2023**
- **April Playground – week of April 18th**
- **Kids Yoga**
- **Movin and Groovin on Saturdays**
- **Collins Art Classes on Saturdays**
- **Son's Movie Night – May 12th**
- **Daughter's Dance – May 13th**

**Motion to Adjourn** – Motion to Adjourn (6:29pm) made by Commissioner Agnitti and seconded by Commissioner Kerrigan –  
**All in favor – Motion Approved**