

**Town of Northborough  
Parks and Recreation Commission Meeting  
December 1, 2009**

**In attendance: David Rawlings, David Putnam, Sean McCann, Sean Durkin, Jim Wing, Kara Buzanoski, Allison Lane and Michelle Lyseth.**

**6:37pm—Meeting called to order.**

**6:38pm—November Minutes.** Dave Putnam (DP) requested that the November minutes be amended. Sean McCann (SM) made a motion to approve the November minutes as amended, motion seconded by DP, motion passed 4-0.

**6:46pm—Recreation Report by Allison Lane (AL).** AL reported that Recreation's Winter Brochure has been distributed town wide, and that registration for winter began the day before. More customers are registering on-line or over the phone with a credit card. The only problem with that is that the Recreation Department has to absorb the fees, which has been as high as \$700/month. Discussion followed. AL and ML will examine ways to recover the costs and will update the Board at the next meeting.

Discussion next moved to field usage. SD suggested that representatives from the Town's youth groups be invited to the January meeting. The Board needs to make a concerted effort to remind people that the fields are essentially a 'Town facility'. Youth groups assigned to particular fields are stewards of town land and do not have the right of ownership. Discussion followed regarding the new rental fees put in place at Algonquin High School.

**7:00pm—CPC Applications.** Sean Durkin (SD) told the Board that he was submitting an application on behalf of Northboro Baseball. His project would entail preserving the viewing platform at Memorial Field by replacing/rehabbing the existing wooden structure with a handicap accessible concrete viewing patio. DP asked AL to draft a letter of support from the Commission. AL volunteered to take photos of the current structure for SD's presentation.

**7:09pm—DPW Report by Kara Buzanoski (KB).** KB said, "no news to report".

**7:10pm—Old Business.**

- **Park Vandalism.** Graffiti still has not been removed from the structures housing the porto-potties.
- **CPC Applications.** December 11 is the deadline to submit CPC applications.

**7:12—Action Items**

- AL & ML need to work on a way to recover revenue lost through credit card processing fees
- AL will draft a letter of support from the Board for SD's CPC project
- Invite town youth groups to the January Commission meeting
- AL will take photographs of the current structure at Memorial Field for SD's CPC presentation

**7:30—Meeting Adjourned.**