

LITTLETON PARKS, RECREATION & COMMUNITY EDUCATION
Tuesday, 01/14/2020 7:00PM LPD Community Room
500 Great Road, Littleton, MA 01460

PRESENT: Michael Proulx – Chair, Fred Freund, member, Sean Sullivan – member, Alicia Day – PRCE Director, Tim Michalski - PRCE Assistant Director.

ABSENT: Mike Levasseur – member

CALLED TO ORDER:

Mike Proulx called the meeting to order at 7:00pm.

- I. Pledge of Allegiance.
- II. Commissioner Updates
 - a. Mike Proulx
 - i. None
 - b. Fred Freund
 - i. None
 - c. Sean Sullivan
 - i. None
 - d. Alicia Day for Mike Levasseur
 - i. CPC – meeting 1/15/2020 to discuss the percent distributions of the buckets. Recreation has typically been 20%.
- III. Minutes for regular meeting held 12/10/2019 and release and approval of executive session 12/23/2019
 - a. Amend the regular minutes under the commissioner updates to list Fred Freund as in attendance

Sean Sullivan made a motion to approve the amended minutes for the Regular Park commission meeting on December 10th, 2019, Seconded by Fred Freund. All in favor, motion carries.

Sean Sullivan made a motion to release and approve the minutes for the Special Park commission meeting on December 23rd, 2019, Seconded by Fred Freund. All in favor, motion carries.

- IV. Approval of 2020 seasonal jobs posing
 - a. See Notice of employment document
 - b. Remove Aquatic Director Position

Sean Sullivan made a motion approve the 2020 seasonal jobs for posting, Seconded by Fred Freund. All in favor, motion carries.

- V. Open park commission seat
 - a. The Board of Selectmen and the remaining members of the Park Commission will meet jointly on Monday, January 27, 2020 at 7:00 PM in Room 103 of the Littleton Town Offices, 37 Shattuck Street, Littleton, MA 01460 to vote pursuant to MGL C.41,§11 to fill a vacancy on the Littleton Park Commission through the May 2020 Annual Town Election.
- VI. Statistically Valid Survey Update – Tim Michalski

Tabled to February 2020 park commission meeting.

- VII. PRCE Director report
 - b. Camp Tahattawan Update
 - i. Week A is currently only 2 days long due to accumulated snow days
 - ii. LPS will not allow us to run Week G Aug 10 – 14
 - 1. We are still looking for an alternative location before we commit to 3 weeks of TX since the participant numbers are half the size of camp T.
 - c. Hiring update – we have offered the position to Alea Corbin and she has signed the offer letter. The drug and alcohol test will be completed at the end of the month and hopefully we'll have her in the office by the first week of February,
- VIII. Events – Tim Michalski
 - a. Upcoming
 - i. Fire and Ice, January 25th, 2020 – 1pm to 5pm
 - ii. Ties and Tiaras, February 8th, 2019.
- IX. New Business

Motion to adjourn made by Sean Sullivan, seconded by Fred Freund. All in favor motion carries.

*Respectfully submitted,
Alicia Day, PRCE Director*