

**Town of Northborough  
Parks and Recreation Commission Meeting  
October 3, 2023  
FINAL**

**In attendance:**

**Board Members:** Gary Maggiolino (Chairman), Mark Awdycki, Sean Durkin, Tracey Cammarano.

**Town Staff:** Allie Lane.

Minutes – Approval of meeting minutes from July 11<sup>th</sup> moved by Mark; Tracey seconded.

**6:07pm: Meeting called to order by Gary****6:07pm: Recreation Report**

Allie: Mentioned that the summer went very well for Recreation. The staff that was hired was amazing and found that because of how well the staff was, the summer program was actually overstaffed. Reevaluating the number of staff needed for next year as well as a number of children that can be taken, along with the cost of the summer program. Prices for camps have not been raised in over 5 years, with the cost of minimum wage going up, amongst other expenses, raising price is going to be necessary.

Gary: Mentioned that a good summer with positive reviews will make parents more understanding and willing to pay the price increases.

Allie: Stated that the goal is to be able to take 50 more children, and add an additional week of camp in June. Hours of camp would be from 8am – 3:30pm and parents would have the option of paying an additional fee for extended hours which would let their children stay until 5pm. When comparing the way other towns run their summer camps, they use very similar set-ups. Custodial charges have increased as well, which is another factor to increasing costs. Mentioned that with the increase in prices, the breakdown of hourly care will still be less than parents hiring a babysitter full-time. Proceeds from the town's Turkey Trot will still be available as scholarships to families that are in need of financial aid.

**6:30pm: New Business**

Allie: Explained that she is also reevaluating the way the Pavilion at Ellsworth McAfee Park will be rented for 2024 and presented a newly constructed rental form. Currently, rentals are done twice a day in 4-hour blocks, this will change to one rental per day for a 6 hour block. Price will increase from \$50 for residents for 4 hours to \$125 for residents for the 6-hour block. Will be less work for DPW to come down and clean after one rental versus two.

Gary: Asked if there will be an additional fee for excessive trash that DPW may need to pick up after rental.

Allie: Mentioned that was a great idea, and she will add that into the print on the new rental form. Also presented a new rental form for renting out the fields in town. Mentioned the form had not been updated in a long time and includes changes regarding a new inclement weather policy as well as providing payment up front for field rentals instead of having to track down people afterwards. Field rentals will be a fee of \$75 per hour.

Tracey: Asked if this will only be for the Melican fields and the fields at Ellsworth.

Allie: States that the rental form will apply to all fields rented through Northborough Recreation. Asked the Commission if all are on board to approve the changes to Pavilion and Field Rental forms.

All in agreement.

Allie: Mentioned to the Commission that she has spoken with other surrounding towns and has adopted a new Code of Conduct policy. This will not be a change to a previous policy, but a brand new one. After researching how to put together this new policy, stated that this will be used to handle behavioral issues that arise at programs moving forward. Mentioned that children who do not adhere to the new policy will be removed from the program and will be restricted from signing up for future programs. Will be a form that parents will need to review with their children and sign off on before the start of the program. Asked if the Commission is in agreement with the new Code of Conduct policy.

All in agreement.

### **7:00 pm: New Business**

Allie: Mentioned that a CPC application has been written to fix the fencing and the dugout at the Melican Middle School. Recently a company came out and gave a quote for a new design to redo the tennis, and basketball courts and add pickleball courts at the school. Design will cost \$75,000 and includes plans to rip out all courts and create a drainage system as well as lighting the courts.

**7:10pm Tracey motioned to adjourn the meeting, Mark 2<sup>nd</sup>.**

Respectfully submitted,  
Maegan Jordan  
Recreation Assistant