

# Town of Middlebury Parks and Recreation



Betsy Anderson, Director

COMMISSIONERS  
Ron Clark, Chairman  
Carolanne Browne  
Mike Roach  
Robert Mastroianni  
Harold Zinno III

## MIDDLEBURY PARKS AND RECREATION COMMISSION

### Meeting Minutes

Thursday December 14, 2023

Present: Betsy Anderson, Director  
Carolanne Browne  
Mike Roach  
Robert Mastroianni

Absent: Ron Clark, Chairman  
Harold Zinno III  
Sharon Bosco

### CALL MEETING TO ORDER

Carolanne Browne called the meeting to order at 6:07 PM.

### APPROVE MINUTES

- **August 9, 2023**

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **APPROVE** the August 9, 2023 meeting minutes.

- **October 12, 2023**

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **APPROVE** the October 12, 2023 meeting minutes.

- **November 9, 2023**

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **APPROVE** the November 9, 2023 meeting minutes.

### PUBLIC COMMENT

None

### GREENWAY REPORT:

Nothing to report.

## **COMMITTEE REPORTS:**

### **BUDGET**

Nothing to report.

### **PERSONNEL**

Nothing to report.

### **BUILDING AND PARKS**

Mike Roach said he has contacted PYB and SMASH to see how the season went. He is still waiting to hear back from them. He felt the Commission should consider the contract for next year due to the issues they have had in the last four years. He noted that baseball will start again in April. Betsy Anderson pointed out they have not been following procedures and are supposed to notify the office of any changes.

A discussion ensued regarding the PYB and SMASH.

### **PUBLIC RELATIONS**

Carolanne Browne said she has been posting daily on the Park and Recreation Face Book account photos of the Christmas ornaments from the past. She noted that Betsy Anderson had given her three bins of ornaments. She said she had a good time sorting through them and has managed to photograph them all. She has received a good response from residents and they seem to be happy about seeing them. Carolanne Browne said she will be posting photos everyday up until Christmas Eve. She asked the Commission if they felt this is something they would like to revitalize and have town children make new ones.

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **ACCEPT** the Committee Reports.

### **DIRECTORS REPORT**

Betsy Anderson explained that they have ordered parts to repair Meadowview Park playground equipment. They will be installed over the winter. Ed St John asked Kevin to go through the parks in town and see what needs to be repaired so they can order the necessary equipment. Betsy Anderson reviewed the seasonal events. She said the tree lighting was well attended. Elf Central has been busy processing letters from Santa's mailbox and so far they have received 134 letters. Décor was purchased for the gazebo. There are new programs being offered. This month there will be two Parents Night Out events, one was held on December 8<sup>th</sup> and the other will be December 15<sup>th</sup>. This gives parents a chance to go out to dinner or do some holiday shopping. There is also an adult karate class held on Thursday mornings running from November 30<sup>th</sup> through February 2<sup>nd</sup>. Betsy Anderson reported she received a follow up letter from the same resident regarding the Christmas tree on the green. She handed out a copy to the Commission. She noted she dropped off a copy to Ed St John.

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **APPROVE** the Directors Report.

### **OLD BUSINESS**

- **Review of the 2023 year**

Tabled until next meeting.

### **NEW BUSINESS**

- **Discussion of Activities for 2024**

Tabled until next meeting.

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **ADD** 2024 Meeting Schedule to the agenda.

- **2024 Meeting Schedule**

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **SET** the 2024 Meeting Schedule as the 2<sup>nd</sup> Thursday of every month at 6:00 PM.

### **EXECUTIVE SESSION**

None

### **ADJOURNMENT**

**VOTED:** Unanimously on a motion by Mike Roach and seconded by Robert Mastroianni to **ADJOURN** the meeting at 6:51 PM

cc: Town Clerk  
Commission Members  
Betsy Anderson  
Sharon Bosco