

**(c) Reimbursement to JB for CourtReserve**

- Kirk recommended a Zoom meeting with Suzanne Kennedy to discuss the process for reimbursing JB and managing future CourtReserve payments. CD will write up a summary from the CourtReserve site and arrange this meeting during the week of 11-06-2023. With regard to payments required for OSR website setup, Kirk strongly advised against GH paying then seeking reimbursement until Suzanne has agreed. This will also be discussed at the proposed Zoom meeting.

**(d) Off-Season Preparations**

- Kirk asked about closing the courts for the season. The irrigation system for the Church Street courts will be blown out during the week of 11-6-23. He noted that these courts are frequently covered with leaves and require sweeping. He sought the Committee's opinion on the date for closing these courts, as well as the Lake Street pickleball courts. After some discussion, it was agreed that courts would be closed right after Thanksgiving and opened again in May.
- Mobi-Mats at the beaches will be rolled up shortly, then placed out again in May

**(e) DPW Personnel (2024 Budget)**

- Kirk sought the Committee's support for the addition of a year-round Parks maintenance foreman to the DPW's 2024 budget. CD suggested a working session to better understand and review the proposal. Kirk will provide a job description and parks maintenance plan for the Committee's review (through CD).
- CW asked about adding a seasonal position for Church Street court maintenance. The Committee discussed two options suggested by Kirk: 1) add money to the maintenance budget to pay for an outside contractor, or 2) budget for a seasonal employee. It was noted that it would be difficult to retain a seasonal person year-to-year, resulting in questions about experience and training. Hence, option 1 is preferred. The contractor would presumably also have the necessary equipment for the work.

**3. Master Plan Goals, Policies, and Action Programs**

- Mary Ellen Larsen, Ben Robinson, and Dan Doyle joined the meeting at 4:15pm to discuss Committee input on the Master Plan document distributed prior to the meeting.
- The following items were discussed. CD prepared a summary of these discussion points (see attached) which was shared with the Master Plan Steering Committee and the Consultants --
  - Under the first goal (Governance), it would be helpful to review the Town Committee structure and Committee responsibilities. (Also, list of Committees on page 2 needs update.)
  - Policy 1.6: Parks is mentioned in the Goal, but not in any of the Policies.
  - Policy 2.1: Access to beaches and other points of interest through private properties.
  - Policy 2.1: Land Management Plan. We need plans to protect Town owned open spaces that Town and an assessment process to review alternative uses for these lands.
  - Policy 2.1 (2nd bullet): Diversity Inventory. How and who would manage this?
  - Policy 2.1 (5th bullet): Develop a planting program that requires the use of native, drought tolerant, plants for Town-owned land and create site development standards for private property. How would this be managed?
  - Policy 2.1 (8th bullet): Tree management. Further develop tree farm idea?
  - Recreation Programs: Add comprehensive parks programming as a new bullet within this goal.
  - How to ensure communication of outcomes: For example, the 5th bullet under Policy 2.4 speaks to continuing to work with and support MVC water testing. How are water testing results communicated.
- Ben encouraged Committee members to submit their comments to Cheryl, Dan, and Ben.