

Charlemont Parks & Recreation
August 03, 2022 Meeting Minutes

Members Present: Chairman Tom Shields, Bill Harker, Neil Neuhauser and Jackie Cashin.

Members Absent: Mike Hayden

Others Present: Kathy Reynolds

Call to Order

Parks and Recreation Board Chairman Shields called the meeting to order at 6:00 p.m.

Approval of Minutes

Minutes from the previous meetings were reviewed.

Motion to accept: Bill Harker, Second: Neil Neuhauser, and accepted unanimously.

Old Business – Reviewed old events

#1 Car Show Review

Reviewed the Lions Club Car Show. The event was successful and there were no issues.

#2 Fairgrounds maintenance

The bleachers were repaired for the car show. All seating was checked and replaced as needed.

The Visitor booth will require some repairs.

Lawn maintenance is ongoing for the season.

#3 Events: Birthday party

A birthday party was held at the fairgrounds on Saturday July 30th by a local resident.

New Business

#1 Events

The Reggae Fest Application, Insurance Certificate and payment have been received. Kathy Reynolds requested the motion and minutes to approve the Liquor License for the event be received by the Select Board no later than the end of the week of 8/5.2022 so the Select Board can vote on it. Reggae Fest will be held on August 20th with setup on August 19th. Neil will be available to work the event.

Bill Harker made a Motion to accept the application for the Festival. Second: Neil Neuhauser, Approved by all.

Jackie made a Motion to approve the Liquor License for the Festival. Second: Neil Neuhauser, Approved by all.

Bill Harker requested the Select Board assign the number of Police Officers they deem necessary for the event.

#2 Event Applications

Kathy Reynolds has requested that all applications be copied and sent to the Town Clerk's Office for any large events so the Health Department can be informed to determine if inspections are necessary and the Select Board can be informed for approval of licenses.

#3 Facility Handbook

It has been requested that the Facility Handbook be updated. Kathy Reynolds has volunteered to assist in updating the handbook for the town.

#4 Work Bee

A work bee will be set up for September for work at the fairgrounds.

#5 Tag Sale

The Lions Club will hold a tag sale at the Fairgrounds in September. A date will be selected soon.

Meeting Schedule

The next meeting will be scheduled for Wednesday September 7th at 6:00 pm.

Adjournment

Tom made a motion to adjourn the meeting at 7:30 P.M. Seconded by Neil Neuhauser and approved by all.

Respectfully submitted,
Mike Hayden