

**Town of Lunenburg  
Park Commission**

*Approved 10/23/19 KM*

Karin Menard, Chair  
Susanna Jewell, Vice Chair  
John Palumbo



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520 Chase Road  
Lunenburg, MA 01462

**MEETING MINUTES**

September 18, 2019

DPW

520 Chase Road

Lunenburg, MA

1. Karin called the meeting to order at 6:00pm. Attendance: Karin Menard, John Palumbo, Susanna Jewell, Town Manager Heather Lemieux and DPW Director Jack Rodriquenz.
2. John motioned and Susanna seconded to approve the minutes of July and August 2019. Approved 3-0.
3. Town Manager / DPW Director Updates - Jack updated the commission that the Town had an agreement with a production company for the use of Fitzgerald Field. The field would be used for their catering services. Jack also mentioned that he spoke with the surfacing company about doing alternate options and they said that it would be more than what was allowed in the capital plan. Jack said his plan would be to move ahead with the project based on the original Capital request. Heather reminded everyone of the Special Town Meeting on November 12th and that the Capital Plan process was starting and to work with Jack if we had any requests. She also mentioned that part of the becoming a Dementia Friendly town is training and said that various groups in town would be offered training in hopes they could be involved in adding to this initiative.
4. Recreation Director Interviews:  
Hollie Lucht - Hollie discussed her background and her current job positions. She has a Bachelors degree in Psychology from Worcester State and an Associates Degree in Early Childhood Education from Becker College. She said she currently is employed by the Town of Berlin as the Director of the Council on Aging and the Town of Princeton as the Director of Parks and Recreation. She said that her passion is Parks. She presented information on the programming she currently provides in her position as Recreation Director. Heather Lemieux asked about her experience with Capital Planning and Hollie said she does that as part of her current position. Karin asked if she had any experience with Skate Parks and she said she did and her first question when one is being discussed would be the long term maintenance. Brief discussion with Hollie followed regarding what she envisions bringing to the Town of Lunenburg if hired. Ryan Stober asked if she was planning on staying with the 2 towns she was already employed by. Hollie said no that she would only stay with the Recreation Director position.

Kayla Wright - Kayla Wright said she hails from Fitchburg and is looking to make a move to a position closer to home due to having a young family. She said she has a Bachelor of Science degree in Business and Sport Management and a Masters Degree in Sports Management as well as a graduate certificate in Athletic Administration. Kayla said she has held her current position as Director of Park, Recreation & Aquatics for the Town of Sudbury since 2016 and previously worked for the City of Fitchburg (Director of Parks and Recreation) and Town of Westboro (Assistant Director of Recreation) previously. She presented information regarding programming and the experience she has with collaboration with other town departments, especially the School Department, in providing programming. John asked if she had any background in repurposing fields for different uses and she said that she did and discussed the constantly changing needs of town residents and being able to adapt to that. Karin asked what her background was with aquatics and she said that in her current position she oversees the aquatics facility and programming. Susanna asked if green open space was something she saw as a need and she said she did. Heather asked her background on Capital Planning and she said that was something she has done in many positions and understands the process and also mentioned that she has experiences working with procurements processes as well as budgeting. Susanna asked how her current position was funded and she said it is a combination of the Town allocating money as well as being funded through programming.

Chris Letarte - Chris spoke briefly about his involvement with the organizations in Town as well as his involvement with the Playground Project at Wallis Park. Chris said that he currently owns a woodcraft business and has supervisory experience as he worked for a warehouse in Leominster. Chris said he sees one of the roles of this position to be the eyes that are needed at the Park facilities, both safety wise and general upkeep, and being able to execute their repair. When asked what kind of programming he thinks is needed in town he said he would look to bring art programs and gauge the interest of other programming as he got established in the position. Karin asked how he would handle working with the commission when he doesn't always agree with their decision or vision. He said he would have no problem working together and would be another voice at the table during discussions. Heather asked if he had any Capital Planning experience and he said he has some from being an involved resident but was willing to learn. Susanna asked what he thought of green / open space and he said there was definitely a need. Dave Passios asked if passive recreation was on his radar as being a need in town and Chris said it was.

After the interviews the group briefly discussed the candidates. Heather and Jack both expressed that the commission should order their recommendations. Karin reminded the group that we were making a recommendation and that the Town Manager had the final say.

***Karin motioned and Susanna seconded to recommend Kayla Wright as the first choice. Supported 3-0***

***Karin motioned and John seconded to recommend Hollie Lucht as the second choice. Supported 3-0***

***Karin motioned and Susanna seconded to recommend Chris Letarte as the third choice. Supported 3-0.***

5. Other business
  - a. Other business matters that may legally come before the board not known at the time of posting.
  - b. Correspondence, Announcements and Public and Board Comment - Dave Passios said he was in favor of leaving Wallis Park as two basketball courts and felt that removing them may limit the ability to do an in town adult basketball league. Ryan Stober said he was excited about the potential for the Recreation Director to bring forward an adult kick ball program.
  
7. Next meeting date: October 16, 2019
  
8. Meeting adjourned at 7:58pm.