

## **DRAFT MINUTES**

### **Parks & Recreation Commission Meeting Minutes**

**Monday, April 18, 2022 @ 6:00 pm**

**Hampton Falls Town Hall**

**1 Drinkwater Road**

**Hampton Falls, NH 03844**

**Meeting called to order: 6:05 pm**

**Attendance:** Lyn Stan (chair), Karen Sabatini (treasurer), Beth Forgione (secretary), Pam Fitzgerald, Kathy Dittami (as of 6:35), Phil Chura (as of 6:52), Mark Lane (Selectman Representative)

**Not present:** Larry Smith (GWP Liaison)

### **Review and Approval of Minutes:**

**MOTION:** To approve the minutes for the meeting on March 21, 2022.

**MOTION:** Lyn Stan

**SECOND:** Pam Fitzgerald

Abstentions: Karen Sabatini and Kathy Dittami as they were not present for the March meeting.

**Passed**

### **Treasurer's Report:**

	<b>General Ledger</b>	<b>PRC Revolving Fund</b>
<b>Previous Balance (February)</b>	<b>\$33,934.15</b>	<b>\$37,991.09</b>
<b>New Balance (March):</b>	<b>\$33,872.62</b>	<b>\$36,860.25</b>

### **Old Business:**

#### **Governor Weare Park (GWP)/Northeast Baseball Update– Mark Lane**

There is new leadership at Hampton Attack. Jason Farias is now the new president. Hampton Attack will be working with another group who wants to schedule a one-time game. Mark Lane reported the field schedule is pretty full as expected.

#### **Parks & Rec Tricentennial Participation**

So far two have signed up for the Home Run Derby in response to the town website notices. The Tricentennial Committee plans to provide flyers of this event to the Lincoln Ackerman PTO and Karen Sabatini will be placing flyers in other public areas (library, post office, school, etc.) Hoping to see a lot more sign-ups as the date comes closer. This event has a budget of \$600 for food, T-shirts, trophies, etc.

#### **Summer Camp**

Stacey Bellen will be running the summer camp again this year from July 11 to Aug 5. The town website has published notifications and more information can be found there.

## **Farmer's Market 2022 Update**

The farmer's market is going forward and will be held every Wednesday starting June 1 and running until October 5 from 2 - 6:00pm. For information go to <https://hamptonfallsmarketinfo.weebly.com>

## **Wreaths Across America/NH - Decorating Veterans Graves in 2022**

The Cemetery Commission Trustees identified several areas of concern about placing wreaths on veteran tombstones in our local cemeteries so have not approved going forward with this event. Pam Fitzgerald will reach out to the Cemetery Commission for a better understanding of the issues to see if they can be overcome.

## **Planting and Irrigation at the Town Common and Triangle**

Pam Fitzgerald and Beth Forgione have been working together to replant the triangle just west of the bandstand. Many thanks to Don Janik, John Doyle and Paul Fitzgerald for pitching in to help clean out that area.

Some adjustments are needed on the sprinkler heads on the Common so they are not wetting down signage. Epping Well is scheduled to do spring maintenance on May 2 so should be able to address the problem with that visit.

## **Depot Sub-Committee Update**

The Select Board has given The Depot Sub-Committee the go-ahead to pursue grants for signage. The sub-committee has submitted the grant requests and is waiting to hear. They will be working on the exact wording for each sign.

## **New Business**

### **Election of Officers**

The current slate of officers agreed to continue to hold their current posts. Pam Fitzgerald nominated the current slate to stay in office for another year.

**MOTION:** Move to retain the current slate of the Parks and Recreation Commission officers: Lyn Stan, chair; Karen Sabatini, treasurer; Beth Forgione, secretary.

**MOTION:** Pam Fitzgerald

**SECOND:** Karen Sabatini

Abstentions: None

**Passed**

## **Movie night on the Town Common Proposal - Becky Nolan & Alizza Mitchell**

Becky Nolan and Alizza Mitchell representing the Lincoln Ackerman PTO would like to use the Common to show movies during the summer. The idea was approved, but a number of details will need to be worked out such as movie licensing, equipment, day and time, approvals from others such as the Police Department. Beth Forgione recommended they talk to the director of

the library as she has investigated this option for the library. It was suggested that the park should be sprayed by the mosquito control service to minimize mosquitos since the programs will be in the evening. (Note: Showing movies on the Common would be a Lincoln Ackerman PTO program.)

**MOTION:** Move to support the Lincoln Ackerman PTO to have a monthly movie night during the summer.

**MOTION:** Beth Forgione

**SECOND:** Pam Fitzgerald

Abstentions: None

**Passed**

### **Other:**

As a result of the annual audit Mark Lane presented two recommendations. One was to develop some guidelines for how the Commission should use the funds in the revolving fund. Beth Forgione recommended the Commission put together a working group to identify a strategy and guidelines and document how and when that money should be used. Pam Fitzgerald pointed out the money in the Revolving Fund does not come from tax payers dollars. It has accrued over the years through usage of Parks and Recreation land. The second recommendation was to make sure the Commission has a consistent method or policy for usage charges of space under the purview of the Commission. Beth Forgione recommended the Commission put together a working group to identify and document guidelines for usage charges for the various venues.

The Governor Weare Park sign is in dire need of replacement. Alex Dittami had researched a variety of options and identified some sign materials and designs that would be long lasting and attractive. He also suggested it might be a good idea to have consistent signage (ie logo, color, font, materials, etc.) at the various locations in town such as the Depot, GWP, Raspberry Farm, etc., which would offer the town a more pleasing and cohesive look. Next steps: Review the sample sign designs from other towns and start the process of developing some ideas for a consistent sign format. Any ideas will need to be presented to the Select Board and possibly other committees/commissions/boards.

When there are heavy and/or consistent rains the playing fields at GWP do not drain properly. Mark Lane recommended inviting Jason Farias and Mike Montville to the next meeting to discuss options for addressing the issue. Karen Sabatini recommended that before placing a new sign, the water issues should be repaired for the long term.

### **Adjourn**

**MOTION:** Move to adjourn at 7:25

**MOTION:** Pam Fitzgerald

**SECOND:** Karen Sabatini

Abstentions: None

**Passed**

**Prepared by:** Beth Forgione