

## DRAFT MINUTES

### Parks & Recreation Commission Agenda

Monday, July 20, 2020 @ 6:00pm

Hampton Falls Town Hall

1 Drinkwater Road

Hampton Falls, NH 03844

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

**Attendance:** Lyn Stan (chair), Karen Sabatini (treasurer), Beth Forgione (secretary), Pam Fitzgerald, Phil Chura, Larry Smith (GWP Liason) [joined by phone]

**Not present:** Tuesday Orluk, Mark Lane (Selectman Representative)

### Review and Approval of Minutes:

**MOTION:** To approve the minutes of the previous meeting on June 15, 2020.

**MOTION:** Phil Chura

**SECOND:** Pam Fitzgerald

Abstentions: None

**Passed**

### Treasurer Report:

	General Ledger	Rec Revolving Fund
<b>Previous Balance:</b>	<b>\$19,557.21</b>	<b>\$25,899.13</b>
<b>New Balance:</b>	<b>\$16,144.31</b>	<b>\$26,404.49</b>

### Old Business:

#### **Governor Weare Park:**

**Mike Montville Field Drainage Issue** - Mike Montville completed the first phase of the upgrades to address the flooding problem in the GWP field including grading and moving sprinkler heads. Yet to be completed is the installation of the two drain units.

#### **Mike Montville Field Maintenance Proposal**

Mike Montville (North East Baseball) provided a proposal for field management and maintenance. He is volunteering to head up this effort in return for use of the field. The Commission reviewed the proposal. Below are the topics discussed. The proposal has been given to the Select Board and Town Council for review.

1. Reasons the PRC is interested in Mike Montville's proposal
  - a. Although North East Baseball is a "for profit" business, the lack of volunteers willing to take on the management, maintenance and improvements of the field has left it poorly maintained. Poor maintenance will result in its continued deterioration and ultimately make the field unusable. In addition, this business has agreed to share revenues with the PRC so we anticipate a positive impact on revenues generated.
  - b. Mike's experience and expertise qualifies him to assume the management,

maintenance and improvements thus we can expect the field to be handled in a professional manner. He has already demonstrated his interest by investigating the drainage issues, proposing improvements and taking steps to address the drainage problem. He has also added movable fencing as well as proposed a variety of other upgrades to be considered.

- c. Mike is committed to improving the field and expanding its usage to include additional revenue opportunities.
  - d. Mike understands the field is a Hampton Falls municipal asset and will prioritize usage by residents.
2. The accounting process for fees collected and shared with the PRC must be transparent so an acceptable process will need to be defined.
  3. Revenues generated by the use of the field should go back to the PRC for ongoing expenses and future improvements related to the field.
  4. If possible, all the banners should all be the same size, only displayed on the outfield fence and only displayed during the playing season.
  5. Mike Montville will be managing and maintaining only the baseball field. The PRC will need to find someone to take responsibility for the soccer scheduling.
  6. If the field is expanded to 90 feet for play by high school aged children, will the nearby houses be in danger of getting hit by balls? The general consensus is that situation is unlikely due to the significant distance from the field. Will be confirmed.
  7. Question whether the field could be used for girl's softball. Will be investigated.

#### **Next Steps**

1. Prioritize proposed upgrades.
2. Add a time frame to the proposal which would set a guideline for when the agreement between Mike Montville and the PRC can be discontinued before the end of the five-year term. The time frame suggested should be one that minimizes any impact on the playing season. Tentative timeframe suggested – October to December.
3. Notify the Select Board and Town Council of any changes to the proposal.
4. Develop a process to handle the financials.

**Update on Boy Scout's project painting GWP sign – No update.**

#### **Bandstand/Town Common:**

Dan McCarthy completed repairs and painting. Also did a range of other items at no charge. Comments on the work have been positive.

Sprinkler head repair near the bandstand completed.

Work with Churchill's on plantings around Bandstand is ongoing.

Triton Electric will be sending an invoice for repair of the monument lights.

**Castleberry Fair July 4 & 5 – Went well. Will be an Arts and Crafts Market going forward. Followed all the distancing guidelines for Covid-19. Will be back September 19 and September 20.**

**Ice Rink review – Weather didn't provide much opportunity to skate this past winter so very few using**

it. Mr. Winnes has been doing a good job maintaining it, but due to lack of use, it was proposed the rink be discontinued for now. It is currently not cost effective to keep it going and there are other options for skating in the area. Karen Sabatini will approach the Puddledock Ice Rink to see if discounts might be available to Hampton Falls residents.

**MOTION:** To discontinue the ice rink at GWP for now and revisit in the future.

**MOTION:** Pam Fitzgerald

**SECOND:** Phil Chura

Abstentions: None

**Passed**

**Wayne from Maine Children's Concert July 21<sup>st</sup> at 6:00pm on the Bandstand** – On schedule. Fire truck will be included. Phil Chura plans to take photographs.

**Wedding request on Bandstand in August/Paul Morley & Melody Johnson date change** – Moved to August 29.

**Senior Program Committee update** – No update.

**Paver Program project** –Pavers are being engraved. Should be available at the end of July. New requests still coming in. Should be able to include the latest requests with the ones currently being engraved.

### **New Business:**

**Bandstand roof repairs** – Estimates obtained for shake shingle roofing (to maintain its historical look)

1. Jakes Carpentry and Roofing - \$14,500
2. Sentry Roofing – Steel roof shakes - \$23,400; cedar shake - \$22,900.

These amounts are significantly different and seem a bit high. Beth Forgione will get a third estimate for shake shingles to see if there is a more affordable contractor. Jay Carnes agreed to do an asphalt one for free. The Commission does not have funds for these repairs so a request will need to go to CIP.

**Request to use the common by Gina Beliveau for a Healing and Wellness Fair** – We will look into her proposal a bit more to see what her fair might have to offer. Lyn Stan will send a link to her web site for review.

**Adjourn: 7:55pm**

**MOTION:** Beth Forgione

**SECOND:** Karen Sabatini

Abstentions: None

**Passed**

**Prepared by:** Beth Forgione