

DRAFT MINUTES

**Recreation Commission Meeting Minutes
Monday, March 20, 2023 @ 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), Beth Forgione (secretary), Pam Fitzgerald, Kathy Dittami, Gisela Manna, Linda Savoy, Colleen Farias

Not present: Karen Sabatini (treasurer), Phil Chura, Mark Lane (Selectman Representative), Larry Smith (GWP Liaison)

Review and Approval of Minutes:

MOTION: To approve the minutes for the meetings on February 20, 2023, and March 13, 2023.

MOTION: Pam Fitzgerald

SECOND: Kathy Dittami

Abstentions: None

Passed

Treasurer’s Report:

	<u>General Ledger</u>	<u>PRC Revolving Fund</u>
Previous Balance (January):	\$ 3,002.18	\$ 45,488.14
New Balance (February):	\$ 2,182.18	\$ 45,489.88

Lyn Stan shared a copy of the 2023 budget with those attending.

Old Business:

Governor Weare Park (GWP) Update – Mark Lane

Lyn Stan explained that Mark Lane’s role is to work with Mike Montville to manage the maintenance of Governor Weare Park and help in the scheduling of sports programs at that location. Since the Commission is no longer responsible for management of Governor Weare Park, updates are for informational purposes as the Commission may be a user of this location for programs and events.

Ice Rink Storage – Lyn Stan

It is time to begin packing up the ice rink and putting away equipment. Lyn Stan and Colleen Farias will work with the volunteers who have been managing the rink to get the liner put away and move the fire pits, lights and posts to the shed for now. A storage container is being pursued to use for storage of the liner and other Recreation Commission equipment and program materials. We are awaiting a response from the Select Board for their approval to a proposal for this container.

Adults/Seniors Chair Yoga-Meditation program - K Dittami

So far twelve have registered for the first chair yoga class. There will be six classes in total on Tuesdays from 9:00 to 10:00 beginning March 21. Meditation classes will begin at the library on Thursday April 6 from 12:00 to 12:30 for five Thursdays. There is no charge, but donations are accepted. No sign up is necessary.

Farmers Market 2023/K Sabatini

So far 40 vendors have signed up to participate in the Farmer’s Market this summer. The market will be held every Wednesday from 2:00 to 6:00 starting on June 7. Although this market is being managed by the town, musical entertainment has been arranged for these afternoons which will cost \$1800. It’s possible this expense may be met by another source, but should that

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option not be available, a motion was made for the Recreation Commission to set aside \$1800 to pay these costs.

MOTION: To approve the expenditure of \$1800 for entertainment at the Farmer's Market if funds are unavailable from another source.

MOTION: Colleen Farias

SECOND: Linda Savoy

Abstentions: None

Passed

Game Truck and Nerf Combo (Studios 2 Go) – Colleen Farias

In last month's meeting we approved the expenditure of \$250 (the cost per hour) for Studios 2 Go. Since the last meeting Colleen Farias researched the cost of adding Nerf Ball to the event. It was agreed Nerf Ball should be added for an additional \$100 per hour and the truck should be hired for two hours during the school holiday (4/24 through 4/28). It was also agreed that the event would be free to public. Colleen will reach out to the school to see if we can use their parking area for the event. At two hours the cost for both the truck and nerf ball will be \$700. A motion was made approve the additional expenditure of \$450 (a total of \$700) for this event.

MOTION: To approve the total expenditure of \$700 for Studios 2 Go for an event in April.

MOTION: Colleen Farias

SECOND: Kathy Dittami

Abstentions: None

Passed

Recreation Commission Logo Contest - Gisela Manna

After a good bit of thought and some research Gisela Manna and Kathy Dittami proposed we go with a professional to design a logo package. A professional could provide a design which could be used in multiple formats (i.e. t-shirts, flyers, web sites) and have a profession look. Colleen Farias offered a photograph which might be appropriate for a logo. A motion was made to approve to expend up to \$1500 for this purpose.

MOTION: To approve to expend up to \$1500 to hire a professional to prepare a Recreation Commission logo package.

MOTION: Gisela Manna

SECOND: Colleen Farias

Abstentions: None

Passed

Summer Camp 2023 - Stacey Bellen

Stacey Bellen is planning to have three councilors again this year. She reported there was a great turn out last year - three out of four weeks were at capacity. She shared her very full calendar of events which she plans to post in the next week or two. The summer camp to be held at Lincoln Ackerman will run from July 10 through August 4 from 9 to 3 each day for children entering grades 1 through 6.

Library Update - Linda Savoy

Linda Savoy meets with the Library Director Joanna Meighan monthly on the Friday before the Commission's monthly meeting. Topics discussed with the library director included:

- rock decoration class which will need up to \$200 for teacher and materials

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- cross department meeting (Fire, Police, library, etc) to encourage working together on programs and events and discuss events/programs by each department to be added to the town calendar so it becomes a true “community” calendar
- possible joint survey with library or focus group meetings at library to identify activities and programs of interest to the community; maybe leverage lunch and learn at library to get focus groups
- coordination with the library newsletter which is published each month
- library would like to join in on Trunk or Treat event at Halloween, perhaps passing out books
- library would like to have the children make decorations at the library to be used on the Christmas tree
- library doing book clubs and might like some help from the Commission

MOTION: To approve to expend up to \$200 for rock decorating at the library.

MOTION: Linda Savoy

SECOND: Pam Fitzgerald

Abstentions: None

Passed

Bylaws Review and Approval

The updated Recreation Commission By-Laws were confirmed and approved.

MOTION: Move to approve the updated version of the Recreation Commission By-Laws.

MOTION: Pam Fitzgerald

SECOND: Kathy Dittami

Abstentions: None

Passed

New Business

Election of Officers

Lyn Stan and Karen Sabatini will be stepping down from Chair and Treasurer respectively, but will remain as members on the Commission. New officers for the 2023 year were elected as follows – Gisela Manna – Chair, Colleen Farias – Vice Chair and Communications Officer and Linda Savoy - Treasurer. The role of Secretary was not filled so those duties will be addressed by member volunteers on a temporary basis until a permanent candidate can be identified. Beth Forgione and Phil Chura will be leaving the Commission as of the end of March. Two new members were recommended to the Select Board – Karla Donatelli and Ericka Triggiani. Many, many thanks to the contributions of those stepping down and those leaving the Commission.

MOTION: Move to elect Gisela Manna to hold the position of Chair.

MOTION: Lyn Stan

SECOND: Pam Fitzgerald

Abstentions: None

Passed

MOTION: Move to elect Colleen Farias to hold the position of Vice-Chair and Communications Officer.

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MOTION: Beth Forgione
SECOND: Pam Fitzgerald
Abstentions: None
Passed

MOTION: Move to elect Linda Savoy to hold the position of Treasurer.
MOTION: Beth Forgione
SECOND: Pam Fitzgerald
Abstentions: None
Passed

Other

Kathy Dittami mentioned there may be an opportunity to work with the Hampton Lions Club. She will investigate further.

Non-Public Meeting:

MOTION: Move to go into non-public meeting at 7:25
MOTION: Gisella Manna
SECOND: Kathy Dittami
Abstentions: None
Passed

MOTION: Move to seal the minutes of the non-public meeting at 7:40
MOTION: Linda Savoy
SECOND: Colleen Farias
Abstentions: None
Passed

Adjourn

MOTION: Move to adjourn at 7:40 pm
MOTION: Colleen Farias
SECOND: Linda Savoy
Abstentions: None
Passed

Prepared by: Beth Forgione and updated by Gisela Manna 4/17/2023