

**Recreation Commission Minutes - DRAFT**  
**Monday, June 26, 2023 @ 7:00 pm**

**Hampton Falls Town Hall**  
**1 Drinkwater Road**  
**Hampton Falls, NH 03844**

**Meeting called to order: 7:04 pm**

**Attendance:** Gisela Manna (Chair and Secretary), Linda Savoy (Treasurer), Lyn Stan, Kathy Dittami, Dede Kouloheras, Kara Dumont, Pam Fitzgerald, Colleen Farias (Vice-Chair and Communications), Karla Donatelli

**Not present:** Karen Sabatini submitted her resignation letter to Gisela-thank you for your service, Karen! Mark Lane (Selectman Representative),

**Review and Approval of Minutes:**

**MOTION:** To approve the minutes for the meeting on May 15th, 2023.

**MOTION:** Gisela Manna

**SECOND:** Lyn Stan

Abstentions: None

**Passed**

**Treasurer's Report:**

	<b><u>General Ledger</u></b>	<b><u>PRC Revolving Fund</u></b>
<b>Previous Balance (April):</b>	<b>\$ 2,182.18</b>	<b>\$ 44, 793. 68</b>
<b>New Balance (May):</b>	<b>\$ 1112.18</b>	<b>\$ 44, 595.59</b>

**General Account:** \$2,740.00

Used:

\$820 (Allotted for porta-potty falls under Parks department and will be moved on the next budget)

\$250 secretary stipend

**Revolving Fund:** \$44,543.59

Used:

\$200 Stone Class

\$300 Music at Farmers Market

There is \$8,000 still approved by this board not used yet

\$1,500 for music for the Farmers Market (\$300 used already out of \$1800 allotted)

\$1,500 for LD Design Studio for Logo (May be less)

\$5,000 for Container

Received:

\$1.91 Interest

\$12 Rock Class Donations

\$16 WAA Donations

\$220 Summer Wellness Class

**Old Business:**

**Recreation Commission Logo Voting- Gisela Mann** 4 logos were discussed and voted on. Logo "B" was voted on with a 5-4 vote.

**Governor Weare Park Update- Mark Lane-** No report available.

**Wreaths Across America-Linda Savoy-** Now set up as a sponsorship, for every \$15 donated WAA will get \$5 back when donated through the website with the QR code. Donations will be made to WAA and will be earmarked with the WAA account number.

Karen Anderson will account for any WAA donations as a line item to be used only for WAA. Thanks to Tonry Tree Farm and Lou Gargiulo we have reached the 2023 WAA goal but we would love to continue to accept donations for 2024. WAA Hampton Falls has a goal to raise enough money to buy flags and holsters for a color guard. Last year we had to borrow ceremonial flags. Jersey Mikes (owed by Linda Savoy) will donate money from the Day of Giving for the purchase of ceremonial flags and holsters.

Linda would like to request a blanket approval from the board for the 2023 WWA year to purchase any items related to the event. This will prevent the delay of having to wait a month to get approval to purchase time sensitive items. This will also cover any equipment rental for Dec 16th, such as a sound system/microphone. As soon as the 2023 WAA event and calendar year are complete, the blanket request will also be finished. Starting in January of 2024 any WAA money needed will be requested at the Recreation Commission meeting.

**MOTION** for authorization for blanket board approval for the listed items for WAA in the 2023 year. This will be a 2023 only blanket approval for WAA items only.

**MOTION** Linda Savoy

**SECOND** Pam Fitzgerald

Abstentions: None

**PASSED**

Colleen brought up the idea to have the LAS students or chorus do the national anthem or other musical number on Dec. 16th, 2023 at the event. The board agreed this was a great idea. Colleen will reach out to the music teacher at LAS.

**Program specs or "wizard" sheet- Linda Savoy**

Linda also proposed that the Recreation Commission have a protocol for a shared document which would list needs for events for members of our board. For example if a member needs a sign up genius made, or would like to promote the second wellness session in July, the member would post their need on this shared document. We can do something like a Wizard or a shared Google Doc.

Kara added that we should have a way to capture people who want to volunteer. It was discussed whether this should happen via a button on the town website or through a linked

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document on social media. Linda will begin by sketching out what info is necessary and Colleen will look into how the Recreation Commission can effectively capture volunteer info in a way that protects privacy.

**Wellness Program-Kathy Dittami-** Second session of chair yoga is now complete. There were an average of 10-15 people at the session. Tuesday Orluk has agreed to lead another session in September and we'll continue with a \$5 suggested donation which will be used to pay Mrs. Orluk. Herbal Wellness with Donna Onaki has started and it is going well. There were 12-15 people in attendance. The next session is on July 11th. Kathy will send the event info to Colleen to put out on social media. The event was held in the Town Hall main meeting room. \$550 was made from the 3 sessions. Kathy encouraged the commission to keep holding the program and said that Donna is interested in doing fall sessions.

**Library Events-Kathy Dattami/Linda Savoy**

Kathy and Linda met with the Library director and discussed the Summer Reading Program. The Library will be donating books to The Meadows. It is a Library run program but they asked the Recreation Commission to assist with the Seniors part of the program. On July 19th the Recreation Commission (Linda) will be at The Meadows at 2:30 pm to help with the program.

**Storage Container- Colleen Farias**

Colleen reported that the container is in rough shape. Improvements will be made to the floor, there are some screws coming through, so some volunteers will work on improving the container for it to be painted and safe for people to go into. Lindsay Lang has volunteered to paint the exterior. Colleen suggested putting lights or possibly plantings and picnic tables for families who are there for events so they could enjoy a place to sit. Linda asked if we need permission from anyone to make it spruced up. No one on the commission thought so. Kara suggested that we let Lindsey know she should put her name and business name on the container painting somewhere so she could get some recognition.

**Family Field Day-Gisela Manna**

Aug. 20th is now the official Family Field Day. The Police Department wants to support and they suggested a "Dunk a Cop" booth. Other ideas suggested by the board for town Police participation included a "clock the kids" race using the radar gun, uniform relay race, pie throwing contest, etc. Linda suggested we reach out to the Fire Department, perhaps they could do the grill. We should form a subcommittee for this event.

**New Business**

**Paint Kids Event or similar-** Colleen suggested a Rage Cage kids event, or other fee-based events for kids. The Nerf Day was a big success. A Rage Cage type event might be a great back to school event. Colleen will gather more details and we will vote on an event at the next meeting.

**Items to Be Stored in the Container-**

It was asked if we have any other Recreation Commission items in there besides the skating rink materials. Pam said that Karen Sabatini had dropped off 2 bags with the Christmas lights/ornaments from the town Christmas tree. Pam will put those items in the storage container.

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**Other: Gisela-** Gisela requested we consider moving future meetings to 7 pm. Everyone thought that would work for their schedules.

**Motion:** To move future Recreation Commission meetings to 7 pm.

**MOTION: Gisela Manna**

**SECOND: Kara Dumont**

Abstentions: None

**PASSED**

**Program Specs “wizard” sheets- Linda Savoy**—discussed earlier in the meeting. The commission will establish a document that will allow us to see ongoing projects and will allow members to request their needs. For example, a person could request communication support from Colleen by posting the event information on this document with a tag for Colleen.

**Adjourn**

**MOTION:** Move to adjourn at 8:14 pm

**MOTION: Gisela Manna**

**SECOND: Linda Savoy**

Abstentions: None

**Passed**

**Prepared by:** Kara Dumont 6/26/2023