

**Recreation Commission Meeting Minutes  
Monday, July 24, 2023 @ 7:01 pm**

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

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

**Attendance:** Gisela Manna (Chair), Linda Savoy (Treasurer), Kara Dumont (Secretary), Pam Fitzgerald, Colleen Farias (Vice-Chair and Communications)

**Not present:** Mark Lane (Selectman Representative), Karla Donatelli, Diana Kouloheras, Kathy Dittami. Lyn Stan has resigned, thank you for your service!

**Review and Approval of Minutes:**

**MOTION:** To approve the minutes for the meeting on June 26, 2023.

**MOTION:** Gisela Manna

**SECOND:** Colleen Farias

Abstentions: None

**Passed**

**Treasurer's Report:**

	<b><u>General Ledger</u></b>	<b><u>PRC Revolving Fund</u></b>
<b>Previous Balance (May):</b>	<b>\$ 1,112.18</b>	<b>\$ 44, 595.59</b>
<b>New Balance (June):</b>	<b>\$ 1490.00</b>	<b>\$ 44, 760.43</b>

**General Account:** \$1490.00

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

There is \$8000 approved by the board that has not yet been used.

\$6000 for music for the Farmer's Market (\$300 used already out of the \$1800 allotted)

\$1500 for LD Design Studio for the Recreation Commission logo (may be less)

\$5000 for container, TBD

**Communication Update- Colleen Farias** Viewership continues to increase on social media.

Mrs. Farias encouraged members who need to post communications to keep the info concise.

She also added that views increase with color or videos. People have started to reach out concerning Field Day using the [hamptonfallsrecreation@gmail.com](mailto:hamptonfallsrecreation@gmail.com) address.

The Recreation website needs updating. Mrs. Savoy recently went on the page to verify links and information and found some links did not work. Parks Commission items are still located on the Recreation Commission website. Karen Anderson would prefer we don't remove Parks information because citizens go to this location for Parks information also.

If any member has information to add to the newsletter, forward that to Mrs. Manna ASAP.

**Old Business:**

**Governor Weare Park Update- Mark Lane** No report available. The field is currently a mess. The Recreation Commission would like the field cleaned up and looking better in time for the Family Field Day on August 20th.

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**Family Field Day- Gisela Manna** Mrs. Manna is requesting funds for a budget of \$15,000 for the Family Field Day. Residents will attend this event for free. Items will include an obstacle course, game rentals, tent, chairs, prizes, and food. There are some one-time expenses like a rope for tug of war that can be used for future Recreation Commission events. Mrs. Farias will create some posts for publicity. Overall, the event will last from 1-6 pm. The parking lot will be used for some of the Field Day events, like the BBQ. People will park along the road or in the LAS parking lot. The tent, table, and chairs will be set up in the parking lot.

**Motion:** To request \$15,000 in funds for the execution of Family Field Day.

**MOTION: Gisela Manna**

**SECOND: Kara Dumont**

Abstentions: None

**Passed**

**Storage Container- Colleen Farias** Mrs. Farias is organizing volunteers to organize the container and paint it. She will research ordering some storage shelving for inside. It was discussed that shelving items should probably be budgeted through the Parks budget.

**Wreaths Across America- Linda Savoy** Prices for the wreaths have increased to \$17 each this year, from \$15 a wreath last year. Mrs. Savoy reported that there is enough money in the budget for the 2023 event for the wreaths. A few more people have signed up on the sign-up sheet online for event volunteers. Our official number on the WAA Sponsorship page is NH 0041P.

**Library Events- Linda Savoy** The sweet grass event went well. Nine residents received the books and attended the event. Mrs. Savoy reported that the library is having a kids Christmas event on Dec. 2nd that will include ornament making, reading, and a Santa visit. The Recreation Commission will set up a meeting to coordinate the event with the library as Santa will be also visiting at the tree lighting that evening. Mrs. Dumont will coordinate a meeting with the Tonry Tree Farm concerning the town tree. Mrs. Farias wants to ensure that they are able to enjoy a marketing benefit for their generosity.

**Volunteer Tracking List- Linda Savoy** Mrs. Savoy has created a sheet that will be located on the website that people will fill out for specific volunteer opportunities. This will create a pool of volunteers that the committee can rely on. This will be linked on the Recreation Commission website.

**Program Specs “wizard” event requests-Linda Savoy** Mrs. Savoy shared a form she created which will be used within the Recreation Commission for members to request specific needs such as a porta-potty rental or a communications need.

**New Business:**

**Avesta/Meadows Senior Center-Linda Savoy** The seniors living at Avesta would like to be involved in the Hampton Falls community. The Recreation Commission would like to encourage residents to be involved in town events and the residents would like to discuss having a senior center located on their property. Mrs. Savoy will coordinate a meeting with Melissa, a manager at Avesta, so we can discuss the possibilities. The Recreation Commission will discuss this further on Aug. 21st.

**Paint Kids Event or similar-** Mrs. Farias 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. Mrs. Farias will gather more details and the Commission will vote on an event at the next meeting.

**Items to Be Stored in the Container-** It was asked if there are any other Recreation Commission items in there besides the skating rink materials. Ms. Fitzgerald said that Karen Sabatini had dropped off 2 bags with the Christmas lights/ornaments from the town Christmas tree. Those items will be put in the storage container.

**Other- Gisela Manna** 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 Mrs. Farias by posting the event information on this document with a tag for her.

**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