

DRAFT MINUTES

Parks & Recreation Commission Meeting Minutes

Monday, September 21, 2020 @ 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, Phil Chura, Tuesday Orluk

Not present: Mark Lane (Selectman Representative), Larry Smith (GWP Liason)

Review and Approval of Minutes:

MOTION: To approve the minutes of the previous meeting on August 17, 2020.

MOTION: Pam Fitzgerald

SECOND: Karen Sabatini

Abstentions: Tuesday Orluk

Passed

MOTION: To approve the minutes of the workshop on September 17, 2020, as amended.

MOTION: Karen Sabatini

SECOND: Pam Fitzgerald

Abstentions: Tuesday Orluk

Passed

Treasurer Report:

	General Ledger	Rec Revolving Fund
Previous Balance (July):	\$8,868.78	\$25,960.00
New Balance (August):	\$5,553.95	\$26,590.53

Old Business:

Governor Weare Park:

Mike Montville Field Maintenance Agreement

On September 17 a workshop was held to review the Letter of Agreement with Mike Montville at Northeast Baseball. Two recommendations were suggested for format, but no changes were recommended to the content. The next step is to put the Letter of Agreement before the Select Board for their approval and decision as to whether it should go to legal council for review.

Painting and Repair of GWP Sign

Karen Sabatini met with Glen Aldrich to review the issues with the GWP sign. It was determined the damage was too great for it to be repaired and the best option would be to replace the sign. He

suggested Renaissance Signs as an option. Karen Sabatini obtained estimates from Renaissance Signs and shared those at this meeting. She will contact Timberland Sign for an additional estimate.

Bandstand/Town Common Roof Update

Pam Fitzgerald went before the CIP and then to the Select Board to review the roof options and funding. Jay Carnes Roofing made a very generous offer to replace the roof with architectural shingle as a donation to the town. Currently the roof is cedar shake. Most of the CIP members favored replacing the roof with cedar because that would be replacing it in kind. The Select Board suggested pursuing public donations to help pay the cost of replacing with cedar shake. Several at the Select Board meeting as well as the attendees generously offered donations. Pam Fitzgerald was able to get a more cost-effective estimate from Brian Riordan/Jake's Carpentry for a cedar shake roof so the goal would be to raise \$14,500 to replace the roof with cedar shake shingles. To move forward on this effort two motions were made – one to replace the roof and one to seek public donations to replace the roof.

MOTION: Move to replace the bandstand roof this fall, 2020.

MOTION: Pam Fitzgerald

SECOND: Karen Sabatini

Abstentions: None

Passed

MOTION: Move to seek public funding to replace the bandstand roof this fall, 2020.

MOTION: Beth Forgione

SECOND: Pam Fitzgerald

Abstentions: Lyn Stan

Passed

To get the message out for needed donations Karen Sabatini will work with the Town Administrator to put an announcement requesting donations on the town web site and Facebook. The announcement will state our target of 10/7/2020 to obtain donations as the roof is critical and needs to be replaced this fall. On September 30 we will assess where we stand with donations. If we come up short on donations, we will have to pursue other options either for funding or alternative roof solutions.

Pam Fitzgerald will find out what Brian Riordan/Jake's Carpentry availability is this fall as they are the preferred contractor.

If the roof is replaced with cedar shake, it was recommended money be added to the budget at the appropriate time to seal the roof to extend the life of the shingles.

Castleberry Arts and Crafts Market:

September 19/20

The market weekend went well with one exception. The night before the event the sprinklers came on unexpectedly. They were scheduled to be off, but must have been turned on to identify where the sprinkler heads were before tents were placed. The problem was addressed. Pam Fitzgerald will show the commission members how to turn off the sprinklers just in case one of us is needed.

October 10/11

The Castleberry organizer requested a parking area for four self-contained campers overnight on 10/9 and 10/10. The Governor Weare Parking area was proposed. Lyn Stan will need to verify the availability of the parking area and will need to verify insurance.

Bandstand Paver Program Update

Karen Sabatina indicated the pavers are ready to be picked up and installed.

Ice Rink Update – Grant Winnes

Grant Winnis once again has offered the ice rink at GWP so came to the meeting to speak to the commission members. He suggested adding lights so the rink would be available into the evening. Because of the expense of permanent lighting, he suggested considering portable lighting. He said portable flood lights are \$250 each and four would offer the best coverage. In addition to the lights, scaffolding and electrical work would be needed if existing sources for electricity are not acceptable. Grant Winnis will need to work with Mark Sikorski, the town building inspector, to determine what is needed. Also, if lights are added approval from abutters will need to be obtained. Grant Winnis will speak to the abutters.

Last year the weather wasn't helpful keeping the ice in the rink. Unfortunately, refrigeration would be cost prohibitive (around \$26,000) so we will have to rely on the weather again this year if we go forward with the rink. Phil Chura suggested looking into insulation options to minimize the impact of ground warmth on the ice.

Other related expenses – Liners are \$1200 and last for 3 years. The current liner will be good for one more year.

New Business:

KB's Center of Dance & Movement - Kara Cookinham

Kara Cookinham spoke to the commission about doing KB's Center of Dance & Movement annual recital at the bandstand on May 22, 2021, with May 23, 2021, as a rain date. She will need the venue from 11:00 to 4:00. She will be providing a stage which will be placed in front of the bandstand. Up to ten students would be on stage at any given time. KB will provide insurance which should be reviewed with the Town Administrator. There will be up to 100 students for the recital. The number of guests can be limited, if needed. Next step – Kara Cookinham will need to complete a request form and submit it to the commission.

Programs for 2021 - tabled for this meeting.

Floating Dock Depot Road – Karen Sabatini suggested the name be changed to the “Depot Road Waterfront Revitalization” while we continue to pursue options for the location.

Budget 2021 Fiscal Year

The budget was reviewed by line. Beth Forgione suggested line items be added for the ice rink, the Governor Weare Park sign, irrigation and planting at the bandstand. Lyn Stan and Karen Sabatini will continue to review the budget with the Town Administrator.

Other Business

Christmas Tree Lighting

Tuesday Orluk reported the tree lighting will be held this year. Once again, a tree has been donated. No children's choir or food this year, but the rest of the activities which were done last year will take place on Dec. 4.

MOTION: Move to adjourn at 8:03 pm.

MOTION: Phil Chura

SECOND: Karen Sabatini

Abstentions: None

Passed

Prepared by: Beth Forgione