

Parks & Recreation Commission
Workshop Meeting Minutes
Thursday, September 17, 2020 @ 10:00 am

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

Meeting called to order: 10:06 am

Attendance: Lyn Stan (chair), Karen Sabatini (treasurer), Beth Forgione (secretary), Pam Fitzgerald, Phil Chura, Mark Lane (Selectman Representative)

Not present: Tuesday Orluk, Larry Smith (GWP Liason)

Review of Letter of Agreement with Northeast Baseball

Mark Lane and Larry Smith prepared a Letter of Agreement to set terms for the HFPRC arrangement with Mike Montville of Northeast Baseball to maintain and manage the use of Governor Weare Park. They used the proposal prepared by Mike Montville as its basis. The purpose of this workshop was to review that Letter of Agreement.

All agreed this Letter of Agreement will meet the needs of the Parks and Recreation Commission for setting the terms of our relationship with Northeast Baseball in managing the field with minor changes. Beth Forgione recommended the following changes:

- 1) The names of parties should be the Hampton Falls Parks and Recreation Commission (HFPRC) and Northeast Baseball (NEB). These names should be spelled out the first time each is used followed by acronyms in parentheses. Acronyms only can then be used throughout the remainder of the document.
- 2) Placing the proposed improvements under a new heading titled "Addendum" so they would be separate from the terms of the agreement.

The HFPRC needs to be consulted and provide approval on most actions made by NEB. Since some actions need a quick turnaround and cannot wait for a monthly meeting, an individual or two should be designated to provide approvals without a full meeting of the Commission.

The HFPRC will need to provide signage describing field rules and post these rules at visible locations at the field.

The HFPRC will need to define guidelines for what field users and usages will be chargeable, for example, casual usage such as play groups versus organized teams.

The HFPRC will need to keep records on revenues received and a breakdown on what generated those revenues, for example, tournament play and advertising income.

Phil Chura asked if a cost/benefit analysis had been prepared. One has not been done yet, but Mark Lane's initial assessment indicates this arrangement will be financially beneficial to the town in addition to all the other benefits of a well-managed and maintained field.

Next step is to present the Letter of Agreement (amended with proposed changes) to the Select Board to determine if it should be reviewed by Legal Council.

Adjourn: 11:20 am

Prepared by: Beth Forgione