

DRAFT MINUTES

**Recreation Commission Special Meeting Minutes
Monday, March 13, 2023 @ 6:00 pm**

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

Meeting called to order: 6:00 pm

Attendance: Lyn Stan (chair), Karen Sabatini (treasurer), Beth Forgione (secretary), Pam Fitzgerald, Gisela Manna, Linda Savoy, Colleen Farias, Mark Lane (Selectman Representative)

Not present: Larry Smith (GWP Liaison), Phil Chura, Kathy Dittami

Guest: Karen Anderson (Town Administrator)

The purpose of this special meeting was to review and update the Recreation Commission By-Laws. Following are the notable changes:

- removal the "Parks" from the Commission's title
- removal of property management from the Commission's responsibilities
- increase in the minimum and maximum number of Commission members
- addition of a Communications Officer to the list of officeholders

Karen Anderson shared a document which will be helpful to the Commission in understanding the New Hampshire Right to Know Law, covering emails, public and non-public meetings, and governmental records. She also reviewed the definition of a quorum and how having a quorum affects what constitutes a meeting.

Adjourn

MOTION: Move to adjourn at 7:05 pm

MOTION: Pam Fitzgerald

SECOND: Lyn Stan

Abstentions: None

Passed

Prepared by: Beth Forgione