



TOWN of DEEP RIVER

Parks & Recreation Commission

Meeting Minutes

August 14, 2013

Chairperson, Tracy Woodcock, called the meeting of the Deep River Parks and Recreation Commission to order at 7:37pm, on Wednesday, August 14, 2013, held at the Deep River Town Hall. Members present were: Miriam Morrissey, Cathy Smith, Janice Kmetz, Carol Jones, Sarah Kateley, Grace Petroka and Kelley Lacoske. Those members absent were: Mary-Elizabeth Massey, Kevin Crosby, Tania Crosby, Stephanie Award, Elizabeth Scholfield, Don Sampson and Dave Berardis.

Audience of Citizen: None present.

Secretary's Report: A motion to accept the Secretary's report was made by Cathy Smith and seconded by Grace Petroka. The motion was passed unanimously.

Treasurer's Report: Treasurer Mariam Morrissey presented the treasurer's report and held a discussion on recent expenses and revenues. She reported on end of fiscal year 12-13 and current fiscal year 13-14. Discussion was made on revenue from park passes. Discussion was also made on revenue from the carnival which was \$3,746.00. A motion to accept the treasurer's report was made by Grace Petroka and seconded by Kelley Lacoske. The motion was passed unanimously.

Old Business:

- a) Summer Concerts: Miriam Morrissey reported the concerts were going well. Many compliments were received also about the Army band and a request to have them again was made. On two occasions the concerts were held in the Town Hall Auditorium due to inclement weather. Unfortunately, not many people attended the concerts held indoors and we do not know for certain the reason. However, it is very much appreciated that the Commission has an alternate location to hold the concerts instead of having to cancel.
- b) Carnival: No report.
- c) Summer Program: The program ended on Friday, August 9, 2013 and after a slow start and low enrollment attendance picked up and one week attendance was more than 60 students. Those that attended enjoyed the camp. Director Carol Jones will set up the on-line survey again for feedback on counselors, director and assistant director.
- d) 5K Run: Director Carol Jones had the course recertified and it is valid for ten years. The Commission also decided to invest in having the race computer "chip timed" for accuracy. Grey-



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Stone Electronics LLC has been hired for the fun run and 5K. The cost is \$500.00 for the race and \$2.00 per runner registration. The Commission has also agreed to purchase the running bibs from them also at a cost of \$35.00 per 100 bibs. Miriam Morrissey and Cathy Smith volunteered for the Kirtland Street water station and Kelley Lacoske volunteered for the High Street water station. Kelley Lacoske, Sarah Kateley, Cathy Smith, Grace Petroka, Miriam Morrissey, Janice Kmetz, Tracy Woodcock and Carol Jones all volunteered for registration. A 5K meeting was scheduled for September 3, 2013 at 6:30 pm at the Town Hall to discuss further details. All Commission members were encouraged to attend.

- e) Family Day and Fireworks: The date is September 21st. Director Carol Jones reported receipt of the permit from the state fire marshal and a signed contract from the vendor, Pyrotecnico. Discussion was made and it was agreed that the Commission would again sell glow sticks for \$1.00 each. The Commission also discussed and voted against having food vendors at Plattwood for family day. It was suggested and recommended to have a designated parking area be roped off for Commission members. No one volunteered yet to complete said roping off. A band will be playing at family day in lieu of a DJ. The cost of the band is approximately \$400.00.
- f) Movies: Chairperson Tracy Woodcock reported attendance for the first movie was low and the movie held in conjunction with the Misfit Cruisers also had low attendance. Attendance has increased for the past few movies with one last movie scheduled for Friday, August 16, 2013.
- g) Plattwood Park: The town of Deep River received a grant in the amount of \$400,000.00 for a baseball field, ADA compliant restrooms, jogging/walking trail and BMX course. Unsure of date of expected start or completion of projects. Discussion was made on a plot plan and blue print for the park and requested to have available for Commission members and the public to view. The snack shack update, Iestyn Norton's Eagle Scout project, is coming along great. The projected completion should be by the end of October 2013. Discussion was made by Commission members reiterating several requests made to Selectman Smith for signage at the park posting rules. To date, no signs are posted and requests have been met with negative results.
- h) Devitt Field: Grace Petroka reported she spoke with Mark Grabowski of Little League regarding their request for purchasing, installing and maintaining a batting cage and possibly donating monies towards the playground equipment to facilitate a quicker projection date. Grace Petroka was inquiring as to how much the Commission would request to Little League to make this happen. Chairperson Tracy Woodcock and Director Carol Jones stated the planned playground equipment could cost up to \$25,000.00. Grace Petroka said she would further discuss with Little League and



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report back. And, Director Carol Jones will send a letter to Little League regarding the complaints received from several parents regarding discarded chewing gum affixed to the dugouts. The letter will request Little League to clean up the area or hire someone and if not completed satisfactory their security deposit would be forfeited. Director Carol Jones ordered three new child swings and three strap swings for the playground area.

- i) Town Landing: No report
- j) Brockway Ferry: the area is completely overgrown and in desperate need of clearing.
- k) Easter Egg Hunt: No report
- l) Fishing Derby: Director Carol Jones reported that she picked up the plaque with the latest winners displayed.
- m) Halloween Party: No report
- n) Holiday Stroll: No report
- o) Basketball: No report
- p) Bus Trips: Janice Kmetz reported receiving requests for the shopping bus trip in November be revived. Director Carol Jones stated she would research and report back.
- q) Membership: No report
- r) Fundraising: No report

Other Old Business: None

New Business: None

Adjournment: A motion for adjournment was made by Cathy Smith and seconded by Miriam Morrissey at 8:45pm. The motion was passed unanimously.

Respectfully submitted,

Janice E. Kmetz, member
Deep River Parks & Recreation Commission