

Town of Deerfield
Parks & Recreation Commission Minutes
June 11, 2013

Call to Order

06:10PM: by Chairman Jeff Shute

Present

Committee Members: Julie DeCosta, Ken Heckman, Melissa Robertson, Jeff Shute, *Parks & Rec Director* Joe Manzi, *Parks Y Rec Youth Sports Coordinator* Ed St. John.

Citizen's Comments

N/A

Minutes

Accepted

Introduction of New Member to Commission

- Ken Heckman introduced
- Discussed other potential candidates to fill other opening
- Ken asked about DPR Commission names being put on the town website (discussed adding name, phone number and email)

Code of Conduct

- Joe discussed developing a Code of Conduct for participants
- Joe and Ed St. John have developed the document and handed it out to committee members to review
- Committee members will review and provide feedback to Joe and Ed
- Ed made a few alterations.
- Discussed getting this document read and signed by coaches, lparents and players
- Commission would like to have this document ready in time for fall soccer

Old Home Day (OHD)

- Road race may not happen as Jim MacKenzie may not be available to coordinate
- Parade is on
- Charcoal purchased (one pound charcoal per one pound of chicken)
- Commission would like to have the Sherburne Award presented at OHD
- It has not been determined if the Fairgrounds will be selling ice cream during the fireworks or if DPR would do this. Melissa spoke with Darlene Heon who is checking on this.

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Joe Stone Good Sport Scholarship

- Scholarship awarded to two recipients during the Concord High School Senior Awards Night on June 4th
- Winners are: Emily Festa and Mahra Lawrence (\$500 each)
- Julie is working on coordinating a photo of winners with Connie Stone and DPR Commission members (tentative date is Friday, June 21st)
- Julie will submit article to Forum and Communicator
- Julie asked if we could get a plaque to recognize yearly winner(s) of this scholarship. Commission agreed that we should move forward with this.

Capital Improvement Plan (CIP) for Town Departments

- Joe presented a document from the Town on the Capital Improvement Plan for the Town of Deerfield
- Jeff suggested changing the name of the DPR plan from CIP to 5-year Improvement Plan

Expenditures & Major Projects Update

- Compressor for refrigerator in the D'Allesio building needs to be replaced (\$1600)
- Batting cage net has been replaced
- DPR is looking for an ice cream machine for the GB White building
- Storage shed will be delivered July 24th to GB White. Siding will be vinyl to match the building
- Tennis court repair/painting has been delayed due to weather
- Sandbox and tetherball added to GB White playground.
- Basketball court has been power-washed

Lobster Bake Sunday July 23rd

- Event will run from 2:00-6:00PM
- Volleyball, music
- Twin lobster dinner (with sides) for \$30 each. Need to have tickets in advance so that order can be placed
- Hamburgers & Hot dogs will be available for purchase
- Event can move indoors to Town Hall if weather dictates

Other Items

- DPR Merchandise (t-shirts, tanks, string bags) for sale at GB White (see cabinet in hallway outside DPR office)
- Coffeehouse Fundraiser in the fall- **ACTUAL DATE IS NOVEMBER 9TH** (not November 16th as previously discussed). Contract will outline what responsibilities the DPR will have in terms of set-up, food & beverages and clean-up. Will cover this in September.

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- Summer Camp starts in two weeks. Staff training will take place prior to start.
- Melissa asked if DPR could arrange a trip to a Bruins game next year (like basketball and baseball). Joe stated that the cost of the tickets for a hockey game may make this trip much more costly than the others.
- Joe will resend the Hall of Fame posting to help solicit nominations

Meeting Ended 07:50 PM

Next Meeting Tuesday, July 9, 2013 at 6 PM (GB White Building)

Julie DeCosta