

TOWN OF DEERFIELD
Parks & Recreation Commission
November 13, 2013
MINUTES

Call to Order

6:30pm: Chairman, Jeff Shute called the meeting to order.

Present: Jeff Shute, Chairman; Julie DeCosta, Amy Harrington, Jack Hutchinson, Ernie Robert and Melissa Robertson Members

Excused: Ken Heckman

Also Present: Joe Manzi, Parks & Recreation Director; Alex Cote, Highway Agent

Review of October Minutes

Motion: E. Robert moves to approve the October 2013 Minutes as written

Second: M. Robertson

All in Favor – Motion Carries

Citizens Comments None

Old Home Day

To date J. Manzi has received 13 completed surveys, feedback has been mostly positive. The next items to address will be to continue to define the relationship with the Deerfield Fair Association and the handling of the Fireworks expense.

Field Projects Update

J. Manzi updated the Commission on the walk around J. Shute, M. Robertson and he did with the Board of Selectman. Projects include the drainage issue, sink hole, tar strip and batting cage electrical work at Bicentennial Field.

E. Robert has spoke with Rick Pelletier and got some more history of the electrical layout at the Field. He needs to do some additional work determining what conduits run where, but anticipates the cost of the project to be minimal. He expressed concern that the conductors for the pump have a piece of length exposed, stressing that those should be covered, or housed from the natural elements.

J. Manzi spoke that during the facilities tour the Select Board presented the suggestion of creating a new parking and entrance to Bicentennial Fields off of Candia Road by the FairPoint Building. Chairman Shute noted that traffic flow to that side of the property was part of the original Safety Complex proposal and that the Selectmen felt Parks & Rec would be able to generate support for the expenditure through a Warrant Article. M. Robertson spoke that it would be a huge undertaking. J. Manzi voiced his concern that it would be a big project and a tough sell, adding that should the Warrant Article be defeated you would still be struggling with parking issues and be left in a potentially long term holding pattern. J. Hutchinson suggested the Commission engage a local person who specializes in paving of parking lots to solicit their feedback and expertise on the area. Chairman Shute added that the Town has an Engineer on retainer they could seek out.

Regarding the work to be done at Hartford Brook, Chairman Shute asked when that could be started. E. Robert answered that water and electricity are needed before they are able to seed the fields. Chairman Shute asked if there would be money in the revolving fund to support the projects to which J. Manzi answered yes.

Motion: E. Robert moves to recommend to the Select Board moving forward with the work at Hartford Brook as quoted (\$3,000 for Electricity and \$5,500 for the Well)

Second: J. DeCosta

All in Favor – Motion Carries

J. Manzi will present the projects and quotes to the Board of Selectman at their next meeting and look to move forward as soon as possible.

Bicentennial & GBW Projects - Highway Department Assistance

J. Manzi identified drainage, the sinkhole and the removal of pavement in the outfield as projects at Bicentennial Field the Commission was hoping the Highway Department could assist with along with removal of some rock and pavement at the GBW Building. A. Cote will be on vacation until Monday, December 12th but as long as the Select Board is on board with the projects he has no problem helping where he can. The Highway Department does not have the funds for loam and seeding, but he can see that the other projects get included in his work list for the coming months. He will take a look at the building to be moved at Hartford

Brook before committing to that work. J. Hutchinson asked whether removing the pavement at the GBW Building would create any issues with regards to water runoff, drainage or pedestrian access, A. Cote answered no, he does not see any issues.

Chairman Shute reviewed the Bicentennial parking lot issue for A. Cote and explained the Commission's desire to pave an apron on Rt 107, better define the entrance/exit to the fields, improve the stretch connecting the upper and lower lots, and improve the parking space on the lower level. Drainage issues were discussed and A. Cote spoke that while he thinks it is an excellent idea to create an apron, he would hesitate on paving the lower lot as it would likely increase the drainage problems as they exist now. Chairman Shute suggested that it should be considered for the spring. A. Cote agreed, noting that he will get some measurements and provide a ball park cost to the Commission, off hand he would estimate the Apron cost would be \$5,000 +/- for gravel and paving of a 20 ft X 50 ft area, and estimated an additional \$2,500 +/- for 15-20 loads of gravel and grading of the lower lot.

J. Manzi asked whether the need for so much gravel in the lower lot was contributable to the years that have passed without any upkeep. A. Cote confirmed yes. J. Manzi asked if it would make sense to spend some money each year on upkeep with gravel in the lot so as not to go back down the path of deterioration. A. Cote again confirmed yes and estimated that \$1,500/year of gravel maintenance may be appropriate. E. Robert voiced his concern with whether yearly maintenance of the lot would be the responsibility of the Parks & Recreation Commission and the Revolving Fund or the Town as it is Town land. Chairman Shute concurred, adding that putting the annual cost in as an additional line item in the Town supported Budget would be unlikely to succeed. M. Robertson feels that if the Revolving Fund had the funds, this is the area in which it should be spent.

M. Robertson asked if the Highway Department could address the sink hole immediately, A. Cote confirmed he will do his best. J. Manzi will send an email to the Commission summarizing the Department's Project List.

On another topic, A. Cote shared his concern with the skill levels coming to the 5th grade teams out of the Town leagues and asked if all coaches are put through a formal licensing process. J. Manzi noted that it is an issue being worked on, all Coaches are expected to complete the G Level Certificate training, but participation is voluntary and there has been some difficulty in securing people/companies to run local coaching clinics. The training issue will continue to be addressed.

Tailgate Trick or Treat

M. Robertson and J. Manzi reported that the Tailgate Trick or Treat was very well attended. They felt the new location worked great. There was some feedback regarding attendees being from out of town and participants not bringing candy to hand out, but overall the responses were positive. Chairman Shute emphasized the intent to keep it simple for this event.

Youth Sports Code of Conduct

J. Manzi took the liberty of combining the different documents created through various work sessions into a Youth Sports Pledge, Coaches Pledge and Parent's Pledge. He will forward a copy to the Commission for review and they agreed to provide input within the week. Chairman Shute asked if the documents addressed the need for volunteers. J. Manzi said that the Parent's pledge includes language requiring them to be available at the request of the Coaches and P&R Staff. J. Manzi also presented a School Use Guidelines document which he has sent to the DCS AD.

Other Items

J. DeCosta suggested that the project of putting in new stairs at Bicentennial Field, from the lower to upper parking areas be considered as a Boy Scout Eagle Project. She also reported that the Coffeehouse on November 9th had more than 170 attendees and netted \$1,717 for the Scholarship Fund. The event went great and she suggested the Commission send a formal thank you to Leslie for her work.

J. Manzi informed the Commission that the Scouts have completed the painting project at Bicentennial field, Tyler Reese, Cody Tanguay and Evan Tanguay worked 11, 9 and 6 hours respectively and the work looks great. He also has received the results are in from the Fall Soccer Surveys. Only 10 surveys were returned, overall the program was ranked high for communication. He feels there is an ongoing need for more education of the Coaches.

Adjournment

Motion – J. Hutchinson moves to adjourn the meeting of November 13, 2013

Second – J. DeCosta

All in Favor - Motion Carries

Meeting Adjourns at 8:16pm

Next Meeting Tuesday, December 10th @ 6:00pm

*The Minutes were Transcribed and Respectfully Submitted by Katherine A. Libby, Recording Secretary.
Pending Approval by the Parks & Recreation Commission*