

**TOWN OF DEERFIELD**  
**Parks & Recreation Commission**  
**October 14, 2014**  
MINUTES

**Call to Order**

6:00pm: Chairman Shute called the meeting to order

**Present:** Jeff Shute, Chairman; Julie DeCosta, Amy Harrington, Ken Heckman, Jack Hutchinson, Brian Layton and Melissa Robertson Members

**Excused:** Ernie Robert, Member

**Also Present:** Joe Manzi, Parks & Recreation Director

**Commission Vacancy**

Chairman Shute and the Commission formally welcomed new member Brian Layton aboard.

**Citizens Comments** None

**Tailgate Trick or Treat**

J. Manzi reminded everyone that the Tailgate Trick or Treat will be Sunday, October 26<sup>th</sup> and asked for any available members to attend and support. Those able should plan to arrive for 11a, parking is done between 12p and 1p and the even has usually wrapped up by 2p. The DCS Playground Fundraising Committee will be doing concessions during the day. M. Robertson suggested having bright colors or reflective vests for those directing traffic. J. Manzi will be speaking with the Police Chief to request additional help for the event. Commission Members will judge for the Best Tailgate trophy.

**Minutes of September 2014**

**Motion:** M. Robertson moves the minutes as written

**Second:** K. Heckman

**Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries**

*Members Amy Harrington and Jack Hutchinson were absent at the time of this vote*

**Thank You & Acknowledgements – Old Home Day**

Thank you notes have been mailed to the volunteers who helped during Old Home Day as well as the Corporate Sponsors who supported the event. Amy Carlson, Mark Tibbetts, the Layton Family, Judy Williams, Traci Moorcraft, Butch and Steve Yakovakis along with Innovative Alternatives, Cummings Printing and the Deerfield Veterinary Clinic were on the list of recipients. J. Manzi did not mail to Commission Members, but thanked everyone again for their efforts.

**Field Updates**

J. DeCosta shared feedback she received from Umpires on the Hartford Brook field. It was felt players were losing their footing on the sand. K. Heckman suggested that step one should be to schedule out a punch list of work to be done at Bicentennial and to then look at Hartford Brook and identify items for attention including field layout, electrical and well installation. All agreed that both fields should receive fertilizer and lime this year. K. Heckman spoke in favor of looking at alternatives to installing an irrigation system, including but not limited to low maintenance turf mixes. J. Hutchinson suggested asking the Fire Department for assistance with watering the fields until they are established and asked if there might be any local experts who could come and look at the field to advise on how to proceed. Chairman Shute agreed to speak with the Fire Chief about watering and J. DeCosta will reach out to a contact who handles the fields at Saint Anselm College. All agreed that the Fields and their future should be a separate work session meeting all on its own.

Chairman Shute reminded that the boarder at the Playground needs to be put in place to prevent the washing away of the mulch. Commission Members will meet at 9a on October 26<sup>th</sup> to put the beams in place prior to heading to the Tailgate Trick or Treat.

**Awards Policy**

J. Manzi asked Members to share their thoughts on the ongoing discussion around Awards and End of Season Acknowledgements. Historically there has not been a formal policy in place. Forms of acknowledgement have been left up to the individual coaches, but that can create inconsistencies. All agreed that at the younger levels kids place a high value

on receiving medals, but at the 5<sup>th</sup> and 6<sup>th</sup> grade levels it may not be appropriate to give something for every season. K. Heckman spoke of the importance that the recognition reflects on a specific positive experience and that if every player receives a medal for every season it may dilute the value. Chairman Shute suggested a Certificate of Participation and J. DeCosta felt a Team Photo may have more staying value versus a medallion. J. Hutchinson described the iron on soccer ball patches that he uses to recognize players on his team and suggested the Department could order bulk quantities for Coaches to use in a similar manner. It was agreed that a presentation to each participant will be made up through the 3<sup>rd</sup> and 4<sup>th</sup> grade levels and that the 5<sup>th</sup> and 6<sup>th</sup> grade levels will be team-based. J. Manzi will speak with the photographer about ordering Team Photos for each participant beginning next year.

### **2015 Budget & CIP Update**

J. Manzi went before the Select Board to present the Department's 2015 proposed budget. He described for them the reasoning behind the Field Maintenance and Old Home Day lines. There were no questions from the Board at this time. Additionally, Department Heads met recently to begin the Capital Improvement Plan update, at this stage they are working to compile the list of major capital expenses anticipated over the next six to seven years.

### **Other Business**

J. Hutchinson reported that the mum planting at the Fairgrounds went very well. There was great support from the Soccer players and families, the work was completed in just over an hour and they earned \$300 for the Program. John Toby, the Fairgrounds Maintenance Director, is very interested in finding other ways to work together in the future. Having Teams involved in the Earth Day Town Wide Clean up in the Spring was one suggestion for a Community Give Back Event. The Department has not yet received donations from the Fairgrounds, \$1,500 for the Fireworks and \$300 for the Mums Planting is expected. J. Hutchinson advised that in the future sending an invoice helps to get items into the Fair Associations system for payment.

The Parks & Recreation Program has received a grant from Wal Mart that will go into the general fund. J. Manzi was also excited to report that this season each Soccer Player will receive a soccer ball, donated by Stratham Tire. He updated that for the upcoming Basketball Season there will be a Sportsmanship Award voted on by every team for each division. J. Hutchinson asked what will be done to sustain the positive culture that has been built. J. Manzi spoke that they will continue to award the positive and to show the culture videos and remind coaches of the philosophy of the Program. J. Hutchinson and K. Heckman confirmed that the Soccer season has been going very well with all of the surrounding Towns placing an emphasis on good sportsmanship. Finally, J. Manzi shared that there have been changes to the Website, he is now handling all posting and there is a Calendar of Events available to visitors. He asked that Members go online to check it out and encourage others to do the same. A. Harington suggested including a link to the website on the Department's FaceBook page.

M. Robertson asked about fundraiser ideas for the Joe Stone Scholarship. J. Manzi will check with the Finance Department to get the current balance of that account and the group will make a plan for going forward.

Chairman Shute spoke that there has been a request from the Select Board to hold future Commission meetings in the new meeting room in the GBW Building. J. Manzi supported the idea, adding that having the meetings broadcast will be a real community service. The group will walk down to see the space after the meeting.

### **Adjournment**

**Motion:** M. Robertson moves to adjourn the meeting of October 2014

**Second:** K. Heckman

**All in Favor – Motion Carries – Meeting Adjourns at 7:10p**

**Next Meeting Wednesday, November 12<sup>th</sup> @ 6:00pm**

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