

**TOWN OF DEERFIELD**  
**Parks & Recreation Commission**  
**December 2, 2014**  
**MINUTES**

**Call to Order**

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

**Present:** Jeff Shute, Chairman; Julie DeCosta, Ken Heckman and Brian Layton Members

**Excused:** Amy Harrington, Jack Hutchinson, Ernie Robert, and Melissa Robertson Members

**Also Present:** Joe Manzi, Parks & Recreation Director; Layne Kaufman, UltiPlay Parks & Playgrounds Inc.

**Minutes of November 2014**

**Motion:** Chairman Shute moves the minutes as written

**Second:** J. DeCosta

**Discussion:** J. Manzi noted the corrected spelling of "Robertson" on page 1.

**Vote to approve as amended: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Citizens Comments**           None

**GBW Playground Update**

J. Manzi introduced Layne Kaufman with UltiPlay Parks & Playgrounds to go over the proposal for new equipment at the GBW Playground. UltiPlay is the company that delivered the playground chips at the Gazebo this past summer. Mr. Kaufman spoke that the current play area is out of code and there are several safety concerns with the aging equipment. He has worked with Joe to put together a proposal to include a multipurpose structure, 2 bay swing set and see saw with an end-user target of 5 to 12 years old. The structure is fully ADA compliant and there is a sale running through December 14<sup>th</sup> whereby \$10,600 would be marked down to \$7,500. The proposal includes twelve inches of mulch and installation would be approached as a community build in order to recognize further cost savings. J. Manzi spoke that, having participated in the gazebo playground build, he is confident in his ability to pull together families to do the installation, adding that by getting the community involved there is an increased level of ownership and significant cost savings. Chairman Shute asked whether someone from UltiPlay would be on hand for the install, Mr. Kaufman answered yes, that it would be a well organized day. In order to take advantage of the current sale the plan is for equipment to be delivered in January, Parks & Recreation will store it until the build can be coordinated for April. J. DeCosta asked what sort of miscellaneous items would fall outside the scope of the proposal; Mr. Kaufman estimated that a few hundred dollars worth of cement would need to be purchased and volunteers would be solicited to bring shovels, augers, etc. The plans will include an explicit set of directions and required materials.

Chairman Shute asked if anything has begun in the industry regarding swings and their removal, Mr. Kaufman answered that no, that is not something he is aware of and that swings are still a playground staple. J. DeCosta asks who it is that inspects the equipment, J. Manzi answered that inspections are done by Primex, the Town's Insurance provider. Members of the Commission expressed concern with being able to reach 3 ft of depth without running into ledge or other issues and asked Mr. Kaufman what would happen if that were the case. Mr. Kaufman will look into that and get back to Joe with what alternative installation solutions would apply, Chairman Shute suggested doing some test samples with a three foot rod in the approximate areas the holes would be needed. The plans call for fifteen holes in addition to the swing set.

Chairman Shute asked that Joe gather some competitive quotes for similar structures so that full due diligence can be shown to anyone in the community who may ask. J. Manzi will gather and distribute.

**Motion:** K. Heckman moves to initially approve the UltiPlay plans for the GBW grounds as presented in the amount of \$13,149.90, pending the gathering of comparative quotes

**Second:** J. DeCosta

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

J. Manzi will speak with Jan Foisy to get the item before the Select Board for approval as soon as possible so as not to miss the sale pricing.

### **Budget Review**

J. Manzi will attend the Municipal Budget Committee meeting on Saturday, December 6<sup>th</sup> to speak on the Department's budget.

### **Program Updates – Teen Café**

The first Teen Café will be held on Saturday, December 6<sup>th</sup>, the evening will include live music, some DJ music, games and refreshments and the target audience will be ages 12-18. This is the first Café, in the coming months there are plans to continue with teen meetings and a mix of other activities. J. Manzi is working to get supervision for the Café that includes community members who may not necessarily have kids in the school.

### **Other Business**

Chairman Shute spoke with the School Board about the skating on Freeses Pond and they had no objections. He will next speak to the Selectman. J. Manzi reminded that plans for the use will want to be careful to avoid any fundraising or admission costs as when fees become involved so does sponsor (Town) liability. The Commission agreed that as the project gets off the ground it will want to consider signage, something along the lines of "Skate at Your Own Risk" would be appropriate. J. Manzi suggested that there may be potential to tie the rink in with the Winter Carnival in February.

The Commission discussed the 250<sup>th</sup> Celebrations planned for July 15 – 17<sup>th</sup>, 2016. At this point, the Commission was willing to commit to coordination of a road race. J. DeCosta was in favor of working part of the course through the Fair Grounds and B. Layton suggested doing something outside the traditional 5K run, such as an obstacle course, could add an exciting element to the event.

J. Manzi updated that Town Administrator Michael Wright has resigned. The Select Board will be looking to fill that position in the coming weeks.

### **Adjournment**

**Motion:** J. DeCosta moves to adjourn the meeting of December 2014

**Second:** K. Heckman

**All in Favor – Motion Carries – Meeting Adjourns at 7:05p**

**Next Meeting Wednesday, January 7<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*