

TOWN OF DEERFIELD
Parks & Recreation Commission
September 6, 2016
MINUTES

Call to Order

6:10pm: Chairman Shute called the meeting to order

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

Excused: Julie DeCosta, Ken Heckman, and Brian Layton, Members

Also Present: Joe Manzi, Parks & Recreation Director

Minutes of June 2016

Motion: E. Robert moves the minutes as written

Second: M. Robertson

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

Member A. Harrington was not present at the time of this vote

Citizens Comments

None

Hartford Brook Update

J. Hutchinson has spoken with Tony and will be getting to the work of mapping the layout and plan of the property to complete schematics. J. Manzi will review the remaining punchlist of items to be completed at the Field. A cover letter/transmittal narrative is needed for the Formal Grant Application. The complete application package is due September 30 and needs to be presented to and signed off on by the Selectmen ahead of that deadline. There will be limited opportunity to submit letters of support with the application. The Commission agreed that it would be best to seek letters from the Parks & Recreation Commission (E. Robert to draft), Jeff White, and the two Community Churches.

Joe Stone Scholarship

Pictures of the 2016 Scholarship recipients were taken and sent to J. DeCosta who will be putting an article in the FORUM. The next fundraiser is the Coffee House, scheduled for November. J. Manzi has sent out the plaque to update the recipient engravings.

E. Robert suggested that a Hall of Fame event this Winter may be a good opportunity to bolster funding for the scholarship. J. Manzi's preference was to wait and entrench a date in 2018. With Coffee House proceeds historically netting some \$1,000 the November event should be sufficient to carry the Scholarship through 2017.

Deerfield 250th Anniversary Celebration

J. Hutchinson spoke that the 250th Committee will finish the year with a couple more events. An event has been tentatively scheduled for the Sunday before Thanksgiving for luthier Volker Naiman to showcase some six instruments made by a Mr. Prescott of Deerfield from the 1800's. The instruments will be played and a discussion will follow, this will be a joint event put on in coordination with the Historical Society. There will possibly be a final year ending event which will conclude the 250th Committee. J. Hutchinson envisions having some funds remain and would like to see the money used as seed to carry forward events that raise social capital in Town. He envisions an event consistent with the Parks & Recreation Summer Concert series and suggested a Deerfield Day at the Fairgrounds. His goal is to preserve the funds raised for the purpose of raising social capital and to have multiple organizations in Town working with each other on the various events.

M. Robertson voiced opposition to moving Old Home Day to the Fairground as she feels the history of Town Center would be lost at the venue. J. Hutchinson countered that the Fairground can accommodate larger crowds and increased parking that the center of Town cannot. Members of the Commission discussed the topic at length, having Old Home Day span both Saturday and Sunday to use both Town Center and the Fairgrounds was raised, though many felt doing so would be too great a stretch on the available volunteer resources. J. Manzi suggested that, as the question seemed to generate a lot of passion, perhaps it should be put to the Town as a hole on a Warrant Article.

Commission Members asked for time to give the suggestion more thought, discuss the idea locally, and to take it up again at a future meeting. J. Hutchinson noted that the 250th Committee meets in a couple of weeks and that he would need to know the Commission's position in order to either propose moving the remaining money to Parks & Recreation or in some other direction.

Tailgate Trick-or-Treat

J. Manzi updated that the 2016 Tailgate Trick-or-Treat is scheduled for Sunday, October 30. He has received approval for use of the Fairgrounds and asked for any Commission members available to volunteer to plan to be on site between 12 and 3p.

Other Program Updates

J. Manzi updated the Commission that he has gone before the Board of Selectmen to request that an Assistant Director position be added to the Department. His proposal called for the position salary to be split 50:50 between the revolving account and the Town Budget. He strongly believes that the time has come, offering as example that the day's After School Clubhouse attendance shattered all previous records with 96 children on site. The Board of Selectmen were supportive of the proposal. Chairman Shute asked if there was a formal job description to be posted, J. Manzi confirmed yes. In short, the role of the position will be to implement, create and assist all Department programming. J. Manzi would like to begin the hiring process as soon as possible, with posting September 8 - 29th. If a candidate is identified and able to be brought on in October, he would ask the revolving fund to pay the salary through the end of the year.

Chairman Shute voiced concerns that if an unfunded position is filled and the 2017 Town Budget were to fail, the employee may not have a way to receive compensation. J. Manzi was of the understanding that an established position would become part of the Default Budget, but will verify with the Town Administrator. A. Hutchinson suggested the Department also consider using Interns, for example from UNH, to assist with staffing. The Commission was in support of the addition of an Assistant Director.

J. Manzi updated that Phil McPherson has completed and presented his Eagle Scout Project to the Select Board. The outdoor education space turned out wonderful and Phil did a great job.

Chairman Shute suggested that the Commission look to bring on a Member who is able to more fully participate in the monthly meetings. E. Robert will reach out to Commission Member Layton about his scheduling and availability.

Adjournment

Motion: A. Harrington moves to adjourn the meeting of September 2016

Second: M. Robertson

All in Favor – Motion Carries – Meeting Adjourned at 7:25p

Next Meeting Tuesday, October 4th @ 6:00pm

The Minutes were Transcribed and Respectfully Submitted by Katherine A. Libby, Recording Secretary.

Pending Approval by the Parks & Recreation Commission