

TOWN OF DEERFIELD
Parks & Recreation Commission
February 7, 2017
MINUTES

Call to Order

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

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

Excused: Ken Heckman, Brian Layton and Melissa Robertson Members

Also Present: Joe Manzi, Parks & Recreation Director & Darin Radatz, Parks & Recreation Assistant Director

Minutes of January 2017

Motion: E. Roberts moves the minutes as written

Second: J. DeCosta

Discussion: J. Manzi noted that Darin Radatz should have just one "r".

Vote to approve as amended: Yea 5, Nay 0, Abstained 0 – Motion Carries

Citizens Comments

None

LWCF Grant & Hartford Brook Update

The letter from the State that Deerfield's application has been accepted for review has been received. The next phase of the Application process runs March 1st through April 30 with an anticipated June 1st project start date, however J. Manzi noted that work can begin prior to June 1st and any funds received can be applied retroactively. The Grant is in the amount of \$25,000 and the Warrant Article will be presented in March for \$20,000. Part of the match can be in in-kind services, along with the Revolving Fund and other sources. The next step is to put together a plan and punch list of items to finish up. The Commission identified the following tasks as next steps for Hartford Brook:

- Finish the building interior - including equipping the kitchen with cabinetry, shelving, and refrigeration. Finishing the door and window casings, and thinking about storage with an eye toward pest control.
- Finish fencing and install the 2nd backstop
- Field irrigation & seed
- Softball field layout and base installation
- Construction of dugouts (4)
- Parking area clean up and definition of handicap accessible parking/signage

It was noted that the football team may use the space for practices, but generally they do not feel the necessary space is available at the field.

2017 Deliberative Session

E. Robert, having represented the Commission during the Deliberative Session, spoke that the key takeaway was the questions around the end date for the Hartford Brook project and a detailing of where the money has been spent thus far. J. Manzi confirmed that they will post a plan view of the field and project scope online and encouraged the community to review.

2017 Winter Carnival

D. Radatz provided a rundown of the planned events. They hope that snow conditions will continue to allow for the construction of an igloo and snow maze. The goal for the event will be to reach a wide range of the community

with activities including a bonfire, hayrides, snow shoeing and games. J. Manzi noted that the Girl Scouts will be helping for part of the day and that the Boy Scouts are another potential source of volunteers. Commission Members able to help can fill in as they are available. J. Hutchinson suggested that if the conditions are favorable in the days leading up to February 25th perhaps he can work with kids from the After School Clubhouse on igloo construction.

Hoop Classic

The Hoop Classic will run March 17th - April 1st this year. Registration is sold out with 40 teams and a waiting list. The tournament includes Grades 3-4 and 5-6 divisions. The 8th Grade class will once again be using concessions at the event as a fundraising opportunity, Commission members time will be needed for manning the door. The plan is to run all five divisions concurrently so to build up to a "Championship Saturday." The Halftime entertainment will once again be a 3 Point competition with the grand prize being tickets to the Mother's Day Red Sox Game.

Online Registration Update

Prep for the launch of Online Registration through Rec Desk continues, there will be training this Friday for the Town Employees who are touched by the software, Penny, John, Pete, etc. Once everyone is comfortable with the way the money moves and has given the green light they will go live. D. Radatz has been working to load the details and events into the system and spoke highly of the vendor and their flexibility in working with the programming structure of Deerfield.

The system will include registration for events like Adult Pottery, Exercise, and the Red Sox Tickets.

Joe Stone Scholarship

With a Commission meeting date of May 2nd, J. Decosta suggested that applications should be postmarked by April 21st. The balance in the fund is approximately \$1,500. J. Manzi asked whether the Commission wanted to consider awarding a single, \$1,000 scholarship, as opposed to two \$500, the group preferred to keep it at two. There will be no Spring Coffeehouse. E. Robert raised the idea of a Hall of Fame Event, with a January 2018 target, as another fund raising activity for the Scholarship. The Hall of Fame was last done in 2011.

Other Items

J. Manzi updated that the Wrestling program meets on Sunday mornings and Thursday nights and is going great. The team will be going tomorrow night to watch the CHS wrestlers in a meet.

In other programming, Karate will be launching Monday, February 13. Adult Volleyball has strong turnout the first few weeks, but attendance has dipped recently.

J. Hutchinson updated that there is a group starting to discuss putting together a variety show for November. The suggestion is that they should work with and through the Town as a sub-committee of the Parks & Recreation Commission. He feels this is a great way to expand the reach of the Departments programming and would be a great feel good initiative for Deerfield to be involved in. The Commission agreed. J. Manzi noted that he has already agreed to serve in the MC role for the event.

J. Hutchinson noted that he is Chairing a Committee through the Fair Association to engage the regional community in events at the Fairgrounds outside of the primary Fair Weekend. The first of those events is a Horse Jumping competition scheduled for June 3rd.

Adjournment

Motion: E. Roberts moves to adjourn the meeting of February 2017

Second: J. Hutchinson

All in Favor – Motion Carries – Meeting Adjourned at 6:50p

Next Meeting Tuesday, March 7th @ 6:00pm

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

Pending Approval by the Parks & Recreation Commission