

**TOWN OF DEERFIELD**  
**Parks & Recreation Commission**  
**June 6, 2017**  
MINUTES

**Call to Order**

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

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

**Excused:** Ken Heckman, Jack Hutchinson, Brian Layton and Melissa Robertson, Members

**Also Present:** Joe Manzi, Director and Nick Lawrence, Assistant Director

**Minutes of June 2017**

**Motion:** E. Roberts moves the minutes as written

**Second:** J. DeCosta

**Discussion:** J. DeCosta asked that the minutes be amended to reflect that M. Robertson moved and J. DeCosta seconded, to seal the minutes of the Non Public Session. M. Robertson moved and J. DeCosta seconded to award the 2017 Joe Stone Scholarship to two recipients in the amount of \$500 each. E. Roberts moved and M. Robertson seconded to adjourn the meeting of May 2017.

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

**Citizens Comments**

None

**Commission Roster Updates**

Chairman Shute noted that Brian Girard has expressed an interest in joining the Commission, he has invited to attend a meeting. There are two vacancies to be filled by departing members Brian Layton and Jack Hutchinson. J. Manzi has also had someone express interest, however Tuesdays are a difficult night for attendance. Members agree they are flexible with the meeting night. Chairman Shute described the process of meeting interested individuals, explaining the role of the Commission, and ultimately putting forward nominations to the Select Board for approval.

**LWCF Grant & Hartford Brook Update**

J. Manzi updated that, due to delays at the Federal Level, there is no new news. Since the Commission's last meeting, Jack Cummings has volunteered to donate the cost of materials to construct dugouts, Jack Hutchinson and Jeff White have volunteered to be involved in construction. Jeff Littlefield will lay concrete slabs at cost, once the OK is received to commence work. The Commission will need to pull together a comprehensive punch list (raking, seeding, etc.) and to identify items to be put out to bid. Much of the work recommended is for the Fall, but a finite plan will ensure the project stays on track. Chairman Shute asked what will be the size of dugouts? J. Manzi was not exactly sure, but noted they decided to go with a closed construction.

**Old Home Day**

J. Manzi noted that signs promoting the event have been placed out front at the George B. White building. Thanks to 250<sup>th</sup> who donated their signage and Deb Treantefal for design and painting. Permission was received from the Fair Association to use Fairgrounds and for sponsorship of \$2,500 toward cost of firework display. J. Manzi has not yet approached the Select Board regarding use of remaining 250<sup>th</sup> Funds.

The Commission reviewed a list of events to begin divvying up assignments.

- Road Race – J. DeCosta will not be around to take the lead again, looking for other local individuals to help. Eddie Mahoney no longer has timing equipment available for use. Members prefer to keep the race a part of Old Home Day, attendees seem to like that it's a low key, simple and family friendly race. Joe will

look into purchasing clock a timing clock for the Department as they are relatively inexpensive. The race route was discussed, perhaps using an out and back like the Dragonfly 5K as opposed to turning and using Route 107.

- Children's Games/Frog Jumping – will be a go
- Chicken BBQ – J. Manzi has secured racks, Chairman Shute will assist with pickup. Andy Robertson will once again oversee the grilling. The Commission will start to think about how to best handle payment, the donation of sides, etc. Will want strong plan in place. E. Roberts will check in on the BBQ pit.
- Concert – Mr. Nick will be back again at the Gazebo Field from 5-7p
- Fireworks – at dusk at Fairgrounds
- Ice Cream – Commission has run the Ice Cream Social the last few times, has also had other groups run it as a fundraiser. If it can manage, J. Manzi said it would be good to keep the revenue and opportunity to engage with the Commission within the Commission. Having two distinct groups, Gazebo clean up crew and ice cream crew made it much more manageable. Will plan to have the ice cream and run it.
- Parade – Mark Tibbetts has agreed to take the lead again.
- Corn Hole – J. Manzi has been in conversation with Phil Parker around running an event, working out logistics.
- Baseball – J. Manzi reached out and Dwight Barnes would be interested in spearheading, would look to use the DCS Field this year.
- Frying Pan Toss – was fun and easy event from 250<sup>th</sup> would like to see carried forward.
- Martial Arts – Display from instructor
- Exercise with Jodi/Maggie
- Dance Performance with Amy Carlson's group
- Dunk Tank – J. Manzi has reached out to see if the Bull Dogs would be interested in running it again
- Basketball Tournament – good venue to bring in older youth
- Fireman's Breakfast – Mark Tibbetts has confirmed
- Library Book Sale – Evelyn DeCosta confirming with her group
- BINGO – easy lift and was a big hit last OHD
- Tennis – again easy to host, low stress
- Face Painting
- Outside Vendors – J. Manzi has been contacted by outside food vendors – Commission agreed to stay away from this type of activity.
- Karaoke – Music
- Trails – incorporate something with the local trails, Trails Club, some family hike. Ernie will walk trail behind Bicentennial field to see how it is. Will approach the Trails Club, could look to use van to transport groups to trail heads as there is interest.
- Fishing – agree remove
- Bike Race – The Commission agreed not to pursue this event
- Horse Shoes – offer as open activity vs. organized tournament

A. Harrington asked about the breakdown of event locations. J. Manzi responded that as it stands the Gazebo will be primary location, the only event at the Fairgrounds will be Fireworks display. J. Manzi will look to get schedule in place by early July to begin promoting.

### **Joe Stone Scholarship**

J. DeCosta updated that the winners are being announced tonight at CHS. She will reach out to coordinate a photo op with Connie Stone. J. Manzi will submit the request for the \$500 checks to be cut. Chairman Shute asked about upcoming fundraisers to boost the funds balance. The Commission agreed to plan for a Coffee House if a date is available and Hall of Fame Dinner. In the past, the last Sunday in January has worked well for attendance. Other event ideas were discussed, including adult dances at the Legion.

### **Tennis & Basketball Court Updates**

The courts will be resurfaced by Advantage Tennis. The work was put out to other companies for bid, and it was a challenge. Ray with Advantage has been super responsive and professional to work with. The cost will be a little

over \$6,000 for both courts to be resurfaced and relined. The sealant will have a 3 year warranty and work should be completed in the next couple of weeks. J. DeCosta suggested including pickleball lines on the Tennis Court, the Commission agreed.

#### **Parks & Recreation Project Update**

N. Lawrence updated the Commission on year to date projects. 2017 completed projects include online registration, tilling at Bicentennial fields, mulch delivery and distribution, and receipt and installation of AED machines. Projects on deck for year end include removal of the tar strip at Bicentennial field, irrigation on baseball and softball fields (J. Manzi confirmed that work will proceed with Colbath, basketball and tennis court resurfacing, and lighting and security improvements at both field locations.

E. Roberts provided a sketch of plans for lighting with motion sensors at Bicentennial. Chairman Shute asked that the project be discussed with the Town Administrator as the Town is doing a lighting upgrade with PSNH grant monies, work may be able to tie into that effort. E. Roberts will also look to do a similar setup at Hartford Brook field, preferably before they complete work on the inside of the Shed/Concession building.

#### **Adjournment**

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

**Second:**

**All in Favor – Motion Carries – Meeting Adjourned**

**Next Meeting Tuesday, July 11th @ 6:00pm**

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

*Pending Approval by the Parks & Recreation Commission*