

TOWN OF DEERFIELD
Parks & Recreation Commission
September 6, 2017

Call to Order

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

Present: Jeff Shute, Chairman; Nate Brown, Julie DeCosta, Bryan Giard, Amy Harrington, Ken Heckman, Ernie Roberts and Melissa Robertson Members

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

Work Session Minutes - August 2017

Motion: M. Robertson moves the minutes as written

Second: E. Roberts

Vote: Yea 8, Nay 0, Abstained 0 - Motion Carries

Citizens Comments

None

Old Home Day Recap

Members noted that the response to the 2017 Old Home Day was overwhelmingly positive. The new Road Race course was well received. K. Heckman spoke that the crew on the Chicken BBQ were phenomenal, it was much better cutting the chicken after it was cooked and doing so allowed everyone to be fed off the 400lbs with minimal leftovers or food waste. M. Robertson recognized Emily Festa for her help, her preparing pulled chicken for the kids was well received.

J. Manzi noted that there was a bit of confusion and misinformation leading up to the Fireworks that the event had been cancelled due to there being a Horse Show on the fairgrounds. All agreed the display was great.

Adult Baseball was another successful event with 24 participants, the Commission thanked Dwight Barnes for his organization. The 3 on 3 Basketball and Corn Hole tournaments were also big successes. It was suggested that in 2018 the Corn Hole be moved to just before dinner so that it can draw more spectators and to avoid overlap with the Baseball game. M. Robertson noted that several families were looking for food at the lunch hour and suggested that piece of the day be turned over to the Boy Scouts or another group as a fundraising opportunity. B. Giard expressed an interest in bringing back the bike race for 2018.

M. Robertson asked whether the monies received from the ice cream sundae sales had been separated out for the Joe Stone Scholarship? J. Manzi responded that everything had gone directly into the Old Home Day account, but that the Commission could designate a fixed amount to move over to the Scholarship after expenses were factored in. M. Robertson suggested the 2015 ice cream sales figure be researched to give a good estimate.

Commission Member Items

Chairman Shute recognized new Commission Members Nate Brown and Bryan Giard and thanked them for their willingness to volunteer. He asked that they see the Town Clerk to be officially sworn in.

Tailgate Trick Or Treat

J. Manzi has not yet reserved the day and time with the Fair Association. The Commission agreed to proceed with Sunday, October 29th, with parking at Noon and the event kickoff at 1p. N. Lawrence will request the space and confirm with the Fair Association whether a port-o-potty will be made available onsite. Volunteers should plan to arrive for 11a and the team will once again do hot dog and bottled water sales. M. Robertson suggested that Chief

Duquette be contacted regarding coordinating parking. The Commission agreed that this year all attendees should be funneled into the parking rows and to not allow folks to park separately away from the coordinated event.

Director Update

J. Manzi voiced his thanks to the Select Board and Commission for their support and the unique attitude of servitude they have had toward the Parks & Recreation programs during his tenure. He said that he has nothing but good to say about his experience in Deerfield. Chairman Shute expressed his thanks for the impact Joe has had on the entire community. J. Manzi responded that he sincerely thinks the Department is in the best place it has ever been in terms of the Commission, Department staffing, Online technologies and Programming. He is optimistic that the best days are still ahead for the Department.

He summarized that the After School Club House, under Deb Treantafel's leadership, includes approximately 11 - 13 staff members with varying availability. He encouraged the Commission to keep this and the Summer Camp programming as an area of high attention as it touches so many families in Town and is in a very strong place currently. E. Roberts spoke of the importance of those programs and encouraged Deb to keep the lines of communication with the Commission open and to speak out early if there are things she suspects coming down the line.

Chairman Shute asked about the continuation of the Deerfield Hoops Classic. J. Manzi answered that he is documenting all of the programming offered through the Department for the Town Administrator and Assistant Director. Chairman Shute noted that the Selectmen are looking to form a Committee to handle identifying a new Director and that they will look for the Commission to put forward a recommendation as to the hire.

Another big item for the Commission to stay hyper focused on is the LWCF Grant and work at Hartford Brook Fields. J. Manzi is working with N. Lawrence to ensure all required documentation is in place and asked that the Commission appoint a liaison to be dedicated to the work. E. Roberts volunteered, noting that Jack Hutchinson is serving as a strong "Project Manager" with the efforts. When J. Manzi presents the Grant paperwork to the Select Board for signatures he will also clarify how the movement of monies will occur, specifically around which Budget Lines the reimbursements will funnel into. A group of volunteers met at the Field on Tuesday and reviewed the punch list of work to be completed and formulated a plan of action. Dave Drapeau has put in stone for the dugouts and Jeff Littlefield will be onsite this week to pour the slabs. Sean Reed has the specifications for the backstop and fencing needs. Other items to be tackled in the coming weeks include irrigation, harley raking and cutting the infields, hydroseeding, building interior finishes, handicap parking areas, dugouts, and the potential purchase of new equipment such as soccer goals, batting cages, scoreboards etc. The team of experts estimated a total cost of \$57,500 to complete everything. N. Lawrence spoke that he is confident with his ability to run the various leagues and that the Hartford Brook project will be the area where he is needing the most support from the Commission.

The Commission thanked Jack Cummings for working so hard to keep the condition of the fields in fantastic shape. 5/6 Grade Soccer will be held there this year.

Other Items

J. DeCosta read the Thank You note received from 2017 Joe Stone Scholarship recipient Tyler Reese.

Adjournment

Motion: E. Roberts moves to adjourn the August 2017 meeting

Second: K. Heckman

Vote: Yea 8, Nay 0, Abstained 0 - Motion Carries

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

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

Pending Approval by the Parks & Recreation Commission