

**TOW OF FREMONT
PARKS & RECREATION COMMISSION
MEETING MINUTES
10 September 2013**

In Attendance @ 7:00 PM:

- Elizabeth Rosa (Chair)
- Beth Swanson (Member)
- Sharon Muse (Member)
- Kim Dyer (Member)
- Jon Benson (Member)
- Heidi Carlson (Town Administrator)
- Christyn Suprenant (Camp Fremont Director)
- Doug Brown (community member)

Introduction of new members:

- Sharon Muse (replaced Nicole Cloutier)
- Kim Dyer (replaced Sarah Lamirande)

Nicole Cloutier has stepped down from her duties as Chairperson after a shared role for the past year with Elizabeth Rosa. Nicole still plans to provide lots of support when she can. We wish her well and appreciate all her years of support to Fremont Parks and Recreation!

Discussion Topics:

1. Summer Camp feedback from Christyn Surprenant:

- We are pleased to report that Christyn will be returning next season
- She requested minor purchases of:
 - First aid kit supplies (band aids, etc) (2014 funding)
 - Noodles for pulling the kiddos on the roller toys (2014 funding)
 - Hockey sticks (2013 funding)
 - T-Shirts (larger sizes) (2013 funding)
 - Sweatshirts/Hoodies for the camp staff (2013 funding)
- The committee felt that if funds are available then the purchase of the following would also benefit the children:
 - 4 large fans to keep the gym cool for the kiddos (2013 funding)
 - Big Wheels for outside the gym (2013 funding if available)
 - 30 milk crates for personal items for the kids (Kim - from farm NEXT summer)

2. Website Update:

Heidi will update the website to include the new member information. Heidi will also put information about the upcoming Halloween Dance in the town newsletter.

- Information from committee required by COB 16 September in order for her to submit in time.

3. Outdoor Movie Theater purchase discussion:

- Brought to attention was the possible purchase of the outdoor theater with the possibility of recouping the funds at a Halloween Dance instead of our usual small children's party this year - estimated cost \$3,000.00.
 - Note that the school has a movie license that they paid \$600.00 for, I think, and they said that if we get the outdoor theater, they will support any event we do with their license so that we don't have to get one too.
- Committee voted and Heidi agreed that the purchase would be possible with (2013 funding) primarily because we were unable to host our 2013 Memorial Day event and had funding available from that to go toward the purchase. The group also agreed that we will raise funds to help defray the cost, but agreed that this purchase was a very good investment for the community as a whole seeing how at least two of our surrounding towns have made the purchase and have found it to be a great way to get town families together.
- Elizabeth is obtaining three (3) quotes to ensure that we are getting the best price for a quality product. She will provide the documentation to Heidi ASAP to make the purchase.
- It's understood by all members that this equipment will not be rented out. If an organization within town (Boy Scouts, Girl Scouts, etc.) wishes to use it for a private event vs. the summer movie nights the Parks & Recs will be hosting, then a Parks and Recs representative will have to be at that event to ensure its proper use and equipment safety.

4. Fremont 250th Celebration support discussion:

- Elizabeth reached out to the 250th committee to see how we can support. They stated that back at the last event, the P&R Dept. sponsored the Bounce House. Requested we support that activity and other children's activities if possible
 - Committee voted to support and we will set funds aside for (2014 budget)
 - Additional support decisions will be made once we know how spending looks for 2014. Save for future discussion at February 2014 meeting.
 - Event date is June 21, 2014 from 8AM – 9:45PM
 - Ad space available in the Souvenir Book (anyone can purchase Ad space)
1/8 page is \$25.00 // 1/2 page \$85.00 // full page \$100.00
 - Committee voted to provide a 1/2 page announcement wishing the town of Fremont a happy 250th along with a group photo for \$85.00 (2013 budget)
- Note: POC at 250th for is Carolyn Carr

5. Memorial Fields discussion:

- Shed key stuck in lock per PTA member
 - Jon checked the shed, it had been repaired and both doors work properly
- Ring of keys from Nicole
 - Jon said most of the keys are probably old and we will check them with all field buildings to see what works, what doesn't.
- Hornets nests are an issue at the fields! Heidi will use 2013 budget to purchase 2 cases of hornet spray to be distributed as necessary.
- We were visited at the meeting by Doug Brown who has been volunteering to do some general grounds maintenance on the fields. It was discussed that we should try to get a group of folks together to support an effort to do some much needed weeding and sprucing up of the fields.
 - As of these minutes – that has been done and a group of folks went out on 9/15 to weed whack, mow, cut down overgrowth and plant flowers. We could definitely stand to have another day like this to get all caught up so that it's a smaller task each year and to show Dick our support!
- Elizabeth has also spoken to a member of the Fremont Garden Club and stressed the need for additional support of their members to help maintain the flag pole area if they have time and members that would like to support.
 - Garden Club having a meeting this month – Patricia Gentile will get back to me.

6. Parks and Recreation Commission Banner:

- Requested the committee consider the purchase of a P&R banner to support all of the events that we sponsor each year. This is based on the fact that at several events people would come up to committee members and say "this is so nice that the PTA puts this on for the kids" and we'd have to tell them it was a town Parks and Recreation event. I believe more people would offer their help and support of the committee if they were more aware of what we do for the children/adults of this community. With that said – request the committee vote on a banner that would be 3X6 with "This Event Sponsored By Your Parks and Recreation Commission" with the town logo on it.
 - Committee voted yes to the purchase of \$99.00 (2013 budget). The price was competitive and we decided to go with the same company that is used by the FAA for their sponsor banner purchases.

Recommended company is: Kim Dedam
Signs Etc
603-642-3222
603-964-SIGN
kbbsigns@comcast.net

7. Halloween Party 2013:

- It was voted to have a Halloween dance on October 25th from 6PM – 8PM
The dance will also provide an opportunity to raise funds toward reimbursement of the theater.
 - Location (hopefully a free unit in the town plaza) TBD if not, Ellis School
 - Adults and Kids (small adult fee) costumes
 - DJ
 - Raffles
 - Best costume prize (adult/kids)
 - Candy bags for the kids to leave with
 - Light refreshments / snacks
 - More details to come...

End of meeting - 9:30PM

Minutes taken by Elizabeth Rosa