

Draft

PRESENT: Mark Lane; Chair, Lyn Stan; Vice-Chair, Erin Sniderman; Treasurer, Pam Fitzgerald, Don Janik, Phil Chura, Gary Martin, Tuesday Orluk, Larry Smith (Selectmen's Rep)

ABSENT: Stacey Ohsberg

Mark Lane called the meeting to order at 6:04pm

MEETING MINUTES: Review and approval of previous minutes

Draft Minutes for 07/16/18:

Motion for Approval: Mark Lane

Second Pam Fitzgerald

Motion Approved Abstian: Lyn Stan, Phil Chura, Gary Martin

Draft Minutes 08/20/18: Tabled

Draft Minutes 09/10/18:

Motion for Approval: Mark Lane

Second Pam Fitzgerald

Motion Approved, Abstain: Phil Chura

TREASURER REPORT:

	General Ledger	Rec Revolving Fund
Previous Balance: \$	10,912.73	26,989.84
New Balance: \$	8,988.33	26,864.56

Mark Lane inquired of outstanding invoices from HYA Baseball, Hampton Attack Soccer, and Lacrosse. Erin Sniderman to follow up on if Town has received payments.

OLD BUSINESS:

- **Castleberry Fair**
 - Wrap Up: Terri did an excellent job with marketing for Castleberry Fair, both WMUR and Governor Sununu made appearances this weekend. There was a brief incident where a homeowner called police on a complaint about parking and flagging around the school. Police found no fault by Castleberry Fair as they were within their permitted areas. Lyn to follow up to make sure homeowner and Castleberry Fair feel this issue is resolved.
- **Ice Rink**
 - Epping Well and Pump are scheduled to come in Wednesday September 19, 2018 to carryout winterization of well. Their presence should not impact the events and functions scheduled for that day.

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New Business:

- **Lori Ruest; Town Administrator**
 - **Lori presented two topics of Discussion for Commission**
 - Summer Camp Employee Liabilities, Labor Laws, Background Checks need to be done in a more timely manner.
 - Suggestion was made to meet with Stacey Bellen and find solution for next year's summer camp program. Stacey Bellen will be invited to October 15, 2018 meeting.
 - Ice Rink Hockey should have rules, an example sign was sent via email to Mark and Lyn for suggestion, all volunteers should be filling out waiver forms to keep on file. Suggestion was made to have Town Insurer, Primex, invited to next meeting to further explain the liabilities and risk to the Commission.
 - Decision was reached to invite Dave Witham, Director of Risk Management, Primex, Town Insurer, to speak at October 15, 2018 Meeting. Mark Lane to contact.
- **Budget 2019 Fiscal Year:** Commission recommended making changes to following categories in General Fund; Outside Professional Services, General Fund, Equipment Rental, and Grounds Maintenance and Repair
 - Discussion was held on quality of work being done for grounds maintenance at the Town Common and Governor Weare Park. Mark Lane to confirm contracted services as well as payment structure for 2019.
 - Discussion on repairs needed for Baseball Field Trash Cribs, Rails, Signs and Closures. Mark Lane to identify what repairs may need to be done and send to Commission for further discussion.
- **Bylaws: Tabled:** Lyn Stan and Erin Sniderman to work on draft changes or commission approval

OTHER:

- **Floating Dock and Town Improvement Committee**
 - Larry Smith spoke on the Town Improvement Committee and the possibility of disbandment. the proposed Floating Docks project has been put on hold pending decision.
- **Request for October Agenda Topics**

ADJOURN: Motion to adjourn 7:30pm

Motion: Mark Lane

Second: Pam Fitzgerald

Motion Approved: Unanimous

Parks & Recreation Commission Minutes
Monday, September 17, 2018 @ 6:00pm
[url:facebook.com/hfparksandrec](https://www.facebook.com/hfparksandrec)

Hampton Falls Town Hall
1 Drinkwater Road
Hampton Falls, NH 03844

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Respectfully Submitted:
Erin Sniderman
Recording Secretary