

**TOWN OF DEERFIELD  
Parks & Recreation Commission  
March 4, 2020**

**Call to Order**

6:00 pm: K. Libby called the meeting to order

**Present:** Katie Libby, Chair, Nate Brown, Jeff D'Agostino, Tom DuBois, Brian Fisher, Erica Menard and Jeff Shute Members

**Excused:** Dwight Barnes, Vice Chairman and Terry Crotty, Member

**Also Present:** Nick Lawrence, Director and Kevin Hill, Assistant Director

**A recording of the meeting can be viewed at:**

<https://www.youtube.com/channel/UCCzG3YwBWbyCj8BsTpbZNjw>

**Review of Minutes**

**Motion:** N. Brown moves to approve the minutes of February 2020

**Second:** J. D'Agostino

**Vote to Approve: 7 Yea, 0 Nay, 0 Abstained - Motion Carries**

**DPR Financial Update**

E. Menard presented the Commission with a year to date summary of the 80 fund financials. (See Appendix 1). N. Lawrence noted that the \$5,000 in revenue in the Senior Programs line was an anonymous donation made to that programming. The Commission thanked the anonymous donor. K. Libby asked what purchase was made for \$500 in the Major Equipment line, N. Lawrence will check to find out.

E. Menard updated that she spoke with Pete in the Town Finance Office and that adding an additional sub-line to the 81 fund, the line that carries the Joe Stone Scholarship monies, would be a good place to hold funds donated for programming scholarships.

**Motion:** J. Shute moves to create a new line in the 81 fund designated for Program Scholarships and to deposit the \$300 donated by Erica Menard in that line.

**Second:** N. Brown

**Vote to Approve: 7 Yea, 0 Nay, 0 Abstained - Motion Carries**

**Baseball/Softball Registration Launch**

K. Hill reviewed the registration numbers to date and the communication pushes that have been going out via Constant Contact and social media. In place of an Opening Day event this year DPR is planning to hold a mid-season photo day and ceremonies on 5/30. Evaluations will be held Saturday 3/14 and volunteers are needed around Noon to help Tim Griffin in setting up the sound and light equipment.

**Deerfield Hoops Classic**

N. Lawrence updated that 30 teams have registered, a number that is down slightly from last year. The volunteer slots filled so far look good. They are keeping an eye on the COVID-19 situation and will address it as needed.

J. D'Agostino voiced community feedback that there was frustration that the Hoops Classic is run as a competitive tournament and that Deerfield Recreation Teams participating don't seem to be well matched. The question was raised whether equal playing time expectations from the Recreation season carry into the tournament. It was agreed that a post-tournament discussion on the topic would be helpful.

N. Brown shared that the Deerfield 3/4 Boys and 5/6 Boys teams played in an Alton Tournament recently. The 5/6 Boys teams competed against each other in the Championship game and brought home 1st and 2nd place. Additionally the 3/4 Girls team recently attended the UNH Women's Basketball game, a very fun and positive experience for everyone.

**Joe Stone Scholarship**

K. Libby reminded everyone of the SignUp Genius for baked goods and snacks on 4/18. A volunteer is needed to take lead on updating the application documents and circulating to CHS, Coe Brown and the FORUM. Brian Fisher agreed to help out.

**Summer Entertainment Series**

DPR is looking for feedback on the Summer Entertainment Series. This is programming that brings no revenue into the revolving fund. The 2020 DPR Budget put forward included \$2,000 in funds for the Series, but if the Budget fails associated

costs will have to be carried by the revolving fund. N. Lawrence asked for feedback around whether the Series should be continued, which nights of the week work, and the types of entertainment residents would like to see. J. D'Agostino suggested putting together a community survey. N. Lawrence will create and circulate.

#### **Other Business**

N. Lawrence updated the Commission on the Grant Extension application process for the Hartford Brook project. The deadline to apply for the extension is May 2020 and, if approved, this would give an additional two years to complete the necessary ADA work. Currently, without meeting full ADA requirements, 75% of the Grant can be received (\$18,750). K. Libby suggested that DPR should put in for reimbursement of the 75% and apply for the extension to allow for the remaining 25% to be received once the work is complete. Members and DPR Staff were in agreement.

Regarding Commission membership, K. Libby noted that, in addition to the two vacated by Members Bryan Giard and Tom Buffington, terms are expiring March 30, 2020 for Katherine Libby and Nate Brown.

**Motion:** E. Menard moves to renew the appointment of Nate Brown to the Commission with a term expiring April 30, 2023

**Second:** J. D'Agostino

**Vote to Approve: 7 Yea, 0 Nay, 0 Abstained - Motion Carries**

**Motion:** N. Brown moves to renew the appointment Katherine Libby to the Commission with a term expiring April 30, 2023

**Second:** J. D'Agostino

**Vote to Approve: 7 Yea, 0 Nay, 0 Abstained - Motion Carries**

**Motion:** N. Brown moves to appoint Jeff Shute to the Commission to the currently vacant Member role with a term expiring April 30, 2021

**Second:** J. D'Agostino

**Vote to Approve: 7 Yea, 0 Nay, 0 Abstained - Motion Carries**

#### **Citizens Comments**

None

#### **Adjournment**

**Motion:** J. Shute moves to adjourn

**Second:** N. Brown

**Vote: Yea 7, Nay 0, Abstained 0 - Motion Carries**

**Next Meeting Wednesday, April 1st @ 6:00pm**

*The minutes were transcribed and respectfully submitted by Katherine Libby, Chair.*

*Pending approval by the Parks & Recreation Commission.*

*Revisions, if any, will be contained in the minutes of the next meeting.*

# APPENDIX 1

80 Fund as of 2/29/2020

Program Name	G/L Number	2019 Balance	Feb 2020 YTD Revenue	Feb 2020 YTD Expenses	Feb 2020 YTD Balance	Feb 2020 YTD Profit / (Loss)	Jan 2020 YTD Balance	Month Gain/(Loss)
Adult Co-Ed Softball	01	12,748.72			12,748.72	-	13,268.72	(520.00)
Adult PU Basketball	03	4,628.70	34.00		4,662.70	34.00	4,628.70	34.00
Adult Yoga	07	9,948.04	1,100.00	920.00	10,128.04	180.00	9,716.04	412.00
Gazebo Field	11	(24,657.56)			(24,657.56)	-	(24,657.56)	-
Old Home Day	12	(23,205.58)	5.00		(23,200.58)	5.00	(23,200.58)	-
Dances	13	8,776.82	600.00	245.49	9,131.33	354.51	8,734.55	396.78
Toddler Events	14	2,284.09	612.00	752.17	2,143.92	(140.17)	2,006.19	137.73
Trips	15	(934.33)		2,250.00	(3,184.33)	(2,250.00)	(934.33)	(2,250.00)
Youth Baseball	16	(9,317.16)	3,964.50		(5,352.66)	3,964.50	(9,317.16)	3,964.50
Youth Basketball	17	13,195.90		1,358.17	11,887.73	(1,308.17)	12,937.57	(1,049.84)
Youth Softball	18	(1,390.67)	1,228.50		(162.17)	1,228.50	(1,390.67)	1,228.50
Youth Flag Football	19	-			-	-	-	-
Youth Fall Soccer	20	(178.03)			(178.03)	-	(178.03)	-
Youth Hoop Classic	22	31,248.11	2,850.00		34,098.11	2,850.00	31,248.11	2,850.00
Youth Soccer Camps	23	2,252.15			2,252.15	-	2,252.15	-
Senior Programs	27	(4,192.87)	5,002.00	500.00	309.13	4,502.00	(4,390.87)	4,700.00
Nutrition 365	28	185.73			185.73	-	185.73	-
Summer Day Camp	34	48,245.59		156.51	48,089.08	(156.51)	48,089.08	-
3 and 3	35	7,657.81			7,657.81	-	7,657.81	-
Line Dancing	36	2,102.90			2,102.90	-	2,102.90	-
After School Programs	37	239,746.20	30,819.00	12,768.25	257,796.95	18,050.75	252,049.51	5,747.44
Full Body Blast	46	8,341.02	160.00	256.00	8,245.02	(96.00)	8,357.02	(112.00)
Postage	50	(998.26)			(998.26)	-	(998.26)	-
Special Events	52	(25,843.84)	600.00		(25,243.84)	600.00	(25,243.84)	-
FICA	54	(54,891.80)		1,188.39	(56,080.19)	(1,188.39)	(55,500.79)	(579.40)
Medi	55	(12,773.22)		277.94	(13,051.16)	(277.94)	(12,915.65)	(135.51)
Retirement	57	(6,452.71)		346.56	(6,799.27)	(346.56)	(6,625.99)	(173.28)
Capital Improvements	59	(35,328.89)			(35,328.89)	-	(35,328.89)	-
Equipment (Major)	60	(12,886.43)		599.99	(13,486.42)	(599.99)	(13,436.42)	(50.00)
Equipment M&R	61	(4,806.84)			(4,806.84)	-	(4,806.84)	-
Facility M&R	62	(31,461.53)		104.42	(31,565.95)	(104.42)	(31,514.47)	(51.48)
Vehicles	63	(10,704.27)			(10,704.27)	-	(10,704.27)	-
Vehicle M&R	64	(1,814.46)			(1,814.46)	-	(1,814.46)	-
Administration	98	(52,840.15)		11,695.36	(64,535.51)	(11,695.36)	(56,912.21)	(7,623.30)
Dormant Programs		(4,758.49)			(4,758.49)	-	(4,758.49)	-
		71,924.69	47,025.00	33,419.25	85,530.44	13,605.75	78,604.30	6,926.14
					85,530.44			
<b>February 2020 (month only):</b>		<b>February 2020 (year to date):</b>						
\$6,926 increase to overall balance due to:		\$13,606 increase to overall balance due to:						
Gains:		Gains:						
• After School Programs \$5,747		After School Programs \$18,051						
• Youth Baseball/Softball \$5,193		Senior Programs \$4,502						
• Senior programs \$4,700		Youth Baseball/Softball \$5,193						
• Youth Hoop Classic \$2,850		Youth Hoop Classic \$2,850						
		Special Events \$600						
		Dances \$355						
Losses:		Losses:						
• Administration/FICA/Medi/Retirement (\$8,511)		Administration/FICA/Medi/Retirement (\$13,508)						
• Trips (\$2,250)		Trips (\$2,250)						
• Youth Basketball (\$1,050)		Youth Basketball (\$1,308)						
		Equipment/Facility M&R (\$704)						