

**TOWN OF DEERFIELD  
Parks & Recreation Commission  
December 7th, 2022**



**Call to Order**

6:38pm Jeff Shute called the meeting to order

**Present:** Jeff Shute- Chairman, Nate Brown, Erica Menard, Brian Fisher, Katie

Libby, Frank Bongiovanni, John Dubiansky- Members

**Excused:** Sean Morrissey and Jeff D'Agostino- Members , Deb Treantafel- Assistant

Director

**Also Present:** Eric Menard-Director

**Review of Minutes**

**Motion:** Nate Brown moves to approve the minutes from October 2022 as written

**Second:** Erica Menard

**Vote to Approve:** 6 Yea, 0 Nay, 0 Abstained- Motion Carries

**DPR Financial Update**

Member Erica Menard reviewed the year to date 80 fund accounting. There was a total gain of \$1,369 to the overall balance for November 2022 YTD. The contributors to the gain were Youth Basketball (\$4,640), After School Program (\$3,029), Dances (\$525), and Adult Yoga (\$23). Losses from the overall balance were contributed by Administration (\$2,983), Youth Fall Soccer (\$1,190), Youth Baseball (\$1,000), Senior Programs (\$605), Equipment/Facility/Vehicle M&R (\$502), Ice Rink (\$500), and Special Events (\$58).

Director Menard said that the Youth Baseball was the Little League Dues minimum payment needed to be made before end of 2022.

**Continuing Business**

**Current Programming**

**After School Update/Toddler Programming/Other Programs**

Director Eric Menard provided an update on the After School Program. Currently, there are two adult Staff (not including Director and Assistant Director), two High School Staff, one High Schooler doing Community Service with the After School Program, and seven S.I.T.S. There are currently 52

students registered for the program, and average high 30s per day for daily attendance. We offer Weekly and Monthly options.

Session 1 of the Toddler Time program has finished and plan on starting Session 2 in February 2023. This program is bi-weekly on Tuesday mornings from 9:30-10:30am ran by Assistant Director Treantafel.

Parent Night Out was held in October and November, the goal was to have a September one as well but had too few registrants. The Parent Night Out that was scheduled for December was “given” to the DCS 8<sup>th</sup> Fundraiser for their class trip. That is scheduled for December 16<sup>th</sup>.

The Halloween Dance for Grades 3-4-5 on October 21<sup>st</sup> was a great success. We had 94 kids attend. The dance took place outdoors on the GBW Basketball Court. The plan is to host two Indoor Dances for Grades K-1-2 and Grades 3-4-5 (addressed later in meeting).

A Senior Outing to the Palace Theatre in Manchester was organized by Assistant Director Treantafel but had to be cancelled due to no registrants. The Outing was to see “A Christmas Carol” on Sunday, December 18<sup>th</sup>.

Sit with Santa was a big success. We had around 80 children attend. When waiting in line, kids got to write letters to Santa and drop them off in a mailbox. After visiting with Santa, kids could go in the Big Dog Room and have cookies and candy canes, color, and watch Christmas movies. Santa was able to attend the Firemen’s Parade although it was raining heavily during the Parade.

The Department collected Holiday Cards for Heroes and sent out over 200 cards. This was normally done as a part of the After School program but opened it up to the whole Community.

Assistant Director Treantafel organized a new event, The Canvas Roadshow which will take place on December 13<sup>th</sup>. This is an adult holiday craft project event where adults order the materials online and the instructor brings the material and adults decorate/paint their products.

### Fitness/Exercise Classes

Director Menard shared that the Senior Fitness Class still maintains a consistent group of usually 10-15. This Class takes place on Tuesday and Thursday mornings from 8:30am-9:30am. The Adult Zumba Class held on Mondays maintains a consistent group of about 8-10 people per session. The plan is to start Yoga classes on Wednesday nights following Line Dancing. Valerie Brodie (Zumba Instructor) will be leading the Yoga class, the goal is to have a “pop-up Yoga class” before the end of 2022 to start gaining interest in the program.

### Youth Basketball Update

Director Menard shared that the Grades 3-6 Basketball Programs started practicing the week after Thanksgiving Break. There are 5 teams in this program (one Grades 3/4 Girls team, two Grades 3/4 Boys teams, one Grade 5/6 Girls team, one Grade 5/6 Boys team). Their Regular Season starts on Saturday, January 7<sup>th</sup> and will go through Saturday, February 18<sup>th</sup>.

The Pre-K/Kindergarten and Grades 1/2 Basketball Programs will begin on Saturday, January 7<sup>th</sup> and will go through Saturday, February 25<sup>th</sup>. There are 22 kids and 33 kids in the respective programs.

### Ice Rink Update

Director Menard shared that the Liner is going to be delivered on Thursday or Friday. Member Katie Libby shared with the group that Jane Bailey (Community member) will be donating the Water for the Rinks. Chairman Shute shared that he ordered some extra parts for the rink and has them for when it is time. The weather is still not looking good in terms of Ice freezing so the group will monitor that. Member Bongiovanni is building lighting posts that will wrap around the big rink and will be staking them into the ground. Chairman Shute said that we will need to bring over mats and tables, Director Menard said he would take care of that. Director Menard also ordered 10 more brackets as they were half priced from the vendor.

### Holiday Decorating Contest

Director Menard shared that registration for the Holiday Decorating Contest opened on December 1<sup>st</sup> and will be open through December 15<sup>th</sup>. Pictures for each display will be posted on our Department Facebook page for the Deerfield Community to view. Then, there will be a survey where community members vote their favorite displays for certain categories. A big thank you to the Deerfield Fair Association, Deerfield Veterinary Clinic, and Suzie Q's Bakery for donations towards the prize baskets for this event.

### Upcoming Programming

#### Dances

Director Menard shared that the Department is going to offer two indoor dances in January. After hearing feedback from families and younger students in our After School program, we have decided to offer a Grades K-1-2 Dance on Saturday, January 21 from 5:30-7:30pm. We will also have an Indoor Grades 3-4-5 Dance on Friday, January 20<sup>th</sup> from 6:30-8:30pm. Both of these dances will take place in the Studio Room and Little Tykes Room. Registration for both of these dances will be done on our website as we are setting a maximum capacity number at 50 per dance.

#### Winter Carnival/Extravaganza

Director Menard shared that he was talking with the Deerfield Library about working together for an "Open Skate Night", and then saving another date for a Winter Carnival/Extravaganza. The plan is to have the Winter Extravaganza on Saturday, February 4<sup>th</sup>.

### Other Business

#### Warrant Articles

Director Menard brought the three Warrant Articles that the Commission had talked about bringing forward last year. The three Warrant Articles were in regards to 1) Recreational Facility Maintenance Trust Fund, 2) Purchasing a Department Vehicle (Half of money from 80 Fund), and 3) Establishing a Community Center Trust Fund.

Last year, the first two Warrant Articles were moved forward as the decision was made to remove the third one with the School and Police Department presenting their big projects. Director Menard said he did not have an exact number of how much of the Recreational Facility Maintenance amount was used but knew that it included the Bicentennial Parking/Top of Staircase, Mowing of

Hartford Brook and Bicentennial, and Hartford Brook Handicap Parking. Member Bongiovanni mentioned that there is a lot of work that is needed at the Bicentennial fields including the fencing and under the Fence at the 1<sup>st</sup> base area of the Bicentennial Baseball Field, also tree trimming and bottom staircase at Bicentennial. Director Menard agreed that there was a lot of work needed to be done at Bicentennial which would be a focus if the 2023 Warrant Article was presented and approved. Director Menard also shared that resurfacing the Basketball Court and Tennis Court at GBW are a top priority and will be over \$8,000 at least. Member Nate Brown asked if the 2022 Recreational Maintenance Trust Fund needed to be spent prior to the end of the year, or else we lose the remaining amount. Director Menard said that he was not sure and would check with the Town Administrator.

Member Erica Menard expressed that there is a large amount of money in the 80 Fund and that it might be a good idea to purchase a Department Vehicle with 80 Fund money. Members agreed with that idea and talked about the truck/van debate as the wording of the 2022 Warrant Article description left Community members confused. Director Menard said that he thought that some of either the Selectmen or the MBC said that we should just purchase a new van and use the current van and remove the seating instead of getting a truck. Director Menard stated that a truck would be better for the Departments' needs.

Motion: John Dubiansky made a motion to Purchase a Department Truck with money from the 80 Fund

Second: Katie Libby

Vote to Approve: 6 Yea, 0 Nay, 0 Abstained. Motion Carries

The group then began to discuss the Community Center topic, as it was removed last year. There was discussion on the positives that would exist with a Community Center in town such as extending program offerings, not having to cancel as many practices due to weather, having a gym where DPR can host Basketball and other indoor programs. Member Libby suggested to Director Menard to research other facilities in the area (such as Epsom and Candia and others) to learn more about the costs, operations, facility layouts, etc. to begin to brainstorm. It was also discussed that there are many details and steps that aren't being considered and that there needs to be more thought and development to create a plan before bringing this topic up to the Deerfield Community.

Motion: John Dubiansky made a motion to move forward with the Recreational Facility Maintenance Trust Warrant Article (with same wording as 2022) with an amount of \$25,000.

Second: Nate Brown

Vote to Approve: 6 Yea, 0 Nay, 0 Abstained. Motion Carries.

### Citizens Comments

None

**Adjournment**

**Motion:** Nate Brown

**Second:** Katie Libby

**Vote:** 6 Yea, 0 Nay, 0 Abstained

Meeting ended at 7:59pm

**Next Meeting Wednesday, January, 11, 2023**

*The minutes were transcribed and respectfully submitted by Eric Menard,*

*Director of Parks and Recreation.*

*Pending approval by the Parks & Recreation Commission.*

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