

TOWN OF DEERFIELD
Parks & Recreation Commission
August 7, 2019

Call to Order

6:00 pm: Vice Chairman Barnes called the meeting to order

Present: Dwight Barnes, Nate Brown, Tom Buffington, Tom DuBois, Bryan Giard, Brian Fisher and Katie Libby Members

Absent: Jeff Shute, Chairman, and Terry Crotty, Jeff D'Agostino and Erica Menard Members

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

Full recording of meetings can be found at: <https://www.youtube.com/channel/UCCzG3YwBWbvCj8BsTpbZNjw>

Minutes - August 2019 Meeting

Citizens Comments

Ernie Robert regarding fire and rescue squad. Eager to be ready for old home day and triathlon coverage. Requests a map to ensure adequate coverage of attendees. Requests point person, described as Katie Libby, who will provide a map and timeline of course. Requests assistance for breakfast during event due to staffing. Katie Libby indicated that Lazy Lion would provide breakfast for participants for a fixed price. Requests a meeting to review details. Mr. Robert expresses concern regarding the contradance as a private citizen and the required \$75 fee and how Parks & Recreation may help. Nick Lawrence expresses concern over costs of hall, charges for instructors and who runs the contradance, and willingness to consider supporting the event.

Chairman position

Motion: T. Crotty moves nominate Katie Libby as Chairperson

Second: N. Brown

Vote: Yea 6, Nay 0, Abstained 1 - Motion Carries

DPR Financial Update

Profit of \$10,000 last year. On page two of July 2019, deficit of \$15,584.00. The third page of the financial report, does not include playground project on Hartford Brook which has not yet been invoiced. N. Lawrence indicates no drastic change in management, and that expenditures has increased. After-school payments have decreased due to wait-list that was not opened and payment timeline for families. Currently, families are required to pay 1 week in advance. Inquiry why \$4300 not yet remitted. N. Lawrence to inquire with Deb. Note that summer day camp payments are behind. Inquiry as to the reserve. Inquiry as to what the low reserve might be, N. Lawrence indicated "six figures" minimum to be prepared for emergencies.

Hartford Brook Playground Update

N. Lawrence showed the A-frame, 9/14-15 community build ready, only 10 people have agreed to help build the playground. Structure has been ordered but not invoiced. Donation from DCP received. Have mailed letters for volunteers to feed volunteers, plaque for DPR and DCP to be ordered.

Old Home Day

Seeking volunteers, particularly during dinner and dessert. Recommendations for photography of BBQ. Inquiry to replacement for cinderblocks, gravel, etc. and how to prepare if it rains. Review of prep for Friday night, number of chefs, and how to reconstruct cinderblocks due to damage from ice rink. Notation of heat, weather, water damaged the blocks, cost of each block may be \$2. Unsure of headcount for volunteers for setup on Friday night. Need tents and chairs ready on Friday night, unsure of length of time, Nick agreed to 5-7pm. Reviewed map and

enclosure into a brochure. Inquiry into serving utensils needed. Quick group meeting at Fireman's Breakfast, and a few items on day of meeting, including signage, directions. N. Lawrence reports two additional porta-potties will be available. Look to profit a couple of hundred dollars from bidding on auction items and will be placing items online as well with bids to be placed a week in advance. There will be no physical bids, all items for silent auction will be online. Pictures of items will be available in Town Hall, along with a computer and staff will assist to place bids.

Bylaw Committee Update

No final document available. Will be transmitted electronically to Board. Recommended outlining posting minute timeline, mission and purpose, compensation, 5 day prior notice of agenda. The 2010 mission seemed to conflict with purpose and would like to hone statements. Is seeking input to finalize document. Town book goes back to 2000 and prior to that the notes are handwritten and difficult to read. Will run bylaws run by town administrator for feedback.

Adjournment

Motion: N. Brown moves to adjourn

Second: B. Giard

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

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

The Minutes were Transcribed and Respectfully Submitted by Robyn A. Giard, ND, Recording Secretary.

Pending Approval by the Parks & Recreation Commission