

**Meeting Minutes: Draft**

**1. Call to Order and Roll Call:** Ted Tocci called the meeting to order at 7:05 p.m. Present were Ted Tocci (Chair), Kristin Augusta, Pam Fitzgerald, Don Janik, Mark Lane, Gary Martin, Todd Santora, Larry Smith, and Roger Venden (Treasurer). Lyn Stan (Vice President) and Peter Robart were absent. Non Commission members were also present: Marietta Garavaglia (volunteer secretary) and Mark Deblois, Principal of LAS.

**2. Prior Meeting Minutes:** K. Augusta made a motion to accept the Sept. 15<sup>th</sup> minutes as written; R. Venden seconded and the minutes were approved. G. Martin moved to accept the Focus Group Summary from Sept. 29<sup>th</sup> and K. Augusta seconded. The motion passed with one abstention.

**3. Treasurer's Report:** Roger Venden distributed a report listing balances in the P&R accounts as of Sept. 30<sup>th</sup>. They are: Summer Camp Program--\$12,919; Rec Fund--\$13,664; GWP--\$1,195; Bandstand Concert Fund--\$4,914; and Town Bandstand Fund--\$1,945. Roger also noted that there are two invoices which require payment: \$79 for Triangle Porta Potties and \$240 for staining of benches on the Common; he will authorize payment for both of these. Payment from Hampton Attack has been received and deposited.

Mark Lane provided background on ideas to bring the Town and LAS closer together, citing the opportunity to use the School's email for P&R announcements and vice-versa. For example, P&R could help to promote the upcoming Christmas concert at Winnacunnet and the School could disseminate information on the proposed P&R snowman-making contest. Mark said that the Commission is interested in understanding requirements for using the School's gym and ball field. Mark Deblois, Principal of LAS, thanked the Commission for inviting him to the meeting, stating that he thought the School's facilities were underutilized by the Town and offered a number of possibilities. He explained that LAS provides a community email link for residents without children in the School; currently there are about 10 subscribers and M. Deblois would like to increase this number. He noted that it is **not** an advocacy platform and could be used to disseminate information on P&R programs.

M. Deblois said that if the Commission developed programs, LAS would provide the space whenever possible. For example, if P&R organized a walking program, the gym could be available from 6:45 to 7:30 a.m. on weekday mornings. Alternatively, evening programs could be held in the gym from 6:00 to 7:30, or from 7:30 to 9:00. The custodial help is in the building until 10:00 p.m. on weekdays, and there would be no facilities charge. On weekends, custodial pay would apply, but M. Deblois said that typically a custodian is willing to work these hours. He added that although Hampton Youth Attack seeks availability, they could utilize time slots that P&R programs did not require. M. Deblois also mentioned non-physical recreational options such as a computer "101" (LAS has 200 laptops) and/or a language class.

When asked about security, M. Deblois said the School was unable to close off specific wings, but that the custodian would be on the premises; he also added that we could set parameters for using the building and that no prior problems had arisen.

R. Venden asked what current LAS programs might engage the community. Mark Deblois mentioned their Garage Sale; the Basket Bonanza; the Christmas concert (which P&R will be promoting); Solo Night; and three plays per year. When asked how "green" the School was (was alcohol permitted on the premises), Mark said he would check their regulations. He closed this discussion with an offer to be the contact for P&R and with the suggestion "to start small, but to start."

M. DeBlois raised the topic of using the LAS lot for Castleberry Fair parking—there is no issue if the School has nothing scheduled for those days, but wanted to preclude a conflict. L. Smith said the Selectmen are revising the Selectmen’s permit so users of School parking will need to get approval from LAS to access this space. P. Fitzgerald also asked to have the Baptist Church added to this parking check list.

**4. Town Common:** the benches have been stained and the invoice submitted. It was decided to allow the concrete bases to deteriorate and then correct with paint designed for concrete applications. John Doyle cut back the ferns and realigned the bricks; Pam Fitzgerald sent a thank-you note. Pam said the edging still needs to be done and she will contact Wayne Barker for a quote.

**5. Castleberry Fair:** T. Tocci spoke to the Fire Department about breaking down early and they will adjust accordingly.

**6. Golf Open:** thirty-four players turned out for the event. At \$75 per person, revenue totaled \$2,550, plus an additional \$155 for raffle tickets. Expenses included the fee to Sagamore CC (golf and sandwiches), morning refreshments, cash prizes and advertising, totaling \$2,488.27 for a net profit of \$216.73. The Commission hopes to have 100 participants next year and will start organizing the outing earlier next year, anticipating a mid-September “tournament”. R. Venden and T. Tocci were congratulated by K. Augusta and L. Smith for a successful program.

**7. Focus Group Sessions--Assignments:**

- Raspberry Farm Event: Todd Santora spoke with Beth Forgione regarding this outing; the event is scheduled for 1/24, parking has been approved and the Boy Scouts would like to join with a “snow pull”. Todd told Beth that P&R would like to support her efforts or handle the project for her; Beth said the Commission could do either, and Todd will invite her to the next meeting to determine the preferred course of action (it was suggested that we offer to support Beth and that she maintain ownership for this program). M. Lane said he had emailed Todd Wagner twice regarding use of their pond but had not received an answer.
- Snowman Making Contest: M. Lane said he would coordinate with LAS but none of the Commissioners volunteered to outline the contest. Non-member, M. Garavaglia, said she would take responsibility for this program with T. Tocci volunteering to assist.
- Christmas Concert at Winnacunnet: K. Augusta will find out the concert date from the School and write an article for *Hampton Falls Living* publicizing this event. Deadline is November 1<sup>st</sup>.
- NFL Play 60: M. Lane will get information on this program from Mike Grant, former employee, whose daughter was a contestant.
- Publicity (Facebook et al): based on a conversation with Town Administrator Lori Ruest, T. Tocci suggested we put a hold on this. It was pointed out, however, that the Hampton Falls Police Dept., the HF Fire Dept., the HF Free Library, the HF Heritage Commission and the HF Historical Society have all established Facebook pages. K. Augusta said that a moderated page could be established so any inappropriate comments could be rejected.
- Adult (Mixed) Softball League: R. Venden will begin to see who is interested in participating and then determine categories/teams based on ages of interested players.
- Other: T. Santora said he has spoken with fellow residents about their P&R interests and discovered that there was a strong interest in square dancing, even among younger adults.

**8. CIP Request:** T. Tocci reported that the request for \$5,000 annually to establish a Capital Reserve Fund was turned down because it did not target any specific project. He would still like to see the Town-owned land adjacent to Weare Field (behind the former Dumont lot) used for tennis courts, and was not in agreement with the Planning Board’s recommendation that this property be used for parking. P. Fitzgerald suggested that the Commission start to raise money first to fund this project and then ask the Town to supplement the required balance. It was agreed that more homework needed to be done on this initiative.

**9. Legal Liability:** the majority of Commissioners are interested in understanding the Commission's legal liabilities. T. Tocci will notify his contact at Primex to see if he can speak at the next regular meeting.

**10. Members Cap:** a warrant article will not be required to hold membership for P&R at 11 Commissioners; the Selectmen reached a decision that this number was sufficient and that any interested volunteers could serve on a sub-committee as non-voting participants.

**Motion to Adjourn:** P. Fitzgerald made a motion to adjourn at 9:10 p.m.; R. Venden seconded and the motion carried.

Respectfully submitted,  
Marietta Garavaglia  
Volunteer Interim Secretary

**Net Meeting: Monday, November 17<sup>th</sup>, 7:00 p.m. in the Town Hall**