Parks & Recreation Commission
Town of Hampton Falls

December 15, 2014
7:00 p.m., Town Hall

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, Gary Martin, Larry Smith, Lyn Stan (Vice Chair) and Roger Venden (Treasurer); Mark Lane arrived at 7:20. Peter Robart and Todd Santora were absent. Non Commission members were also present: Marietta Garavaglia (volunteer secretary), Sue Veilleux and Melodye Augusti.

2. Review Minutes of November 17, 2014: L. Smith made a motion to approve the minutes as written; K. Augusta seconded and the motion carried.

3. Farmers' Market Update: Sue Veilleux would like to see the Farmers' Market reinstated on the Town Common for 2015; the market would run on Mondays from 2:00 p.m. to 6:00p.m. as in the past, beginning on the first Monday in June and ending on the last Monday in September. M. Augusti explained that her background is in sales and advertising and has offered to help Sue promote the event with flutter flags, posters, signage and websites such as HamptonFalls.org and the Hampton Patch. T. Tocci asked Sue how she was organizing the vendors and who she had lined up; he was surprised to learn that Sue has not begun to make contacts as of yet but has a mental list of whom to contact; she will also reference the Seacoast Harvest for a listing of local farmers. T. Tocci remarked that he had assumed Sue had a plan for the market and hence the request to meet with the Commission; he asked that she come back when she had a list of committed vendors, and told her that Parks & Recreation would support her efforts.

4. Snowman Contest: M. Garavaglia provided an update on this event, noting that she had met with Mark Deblois, the LAS Principal, and had also submitted a write-up for *Hampton Falls Living* which will appear in the January issue. M. Deblois was very supportive and suggested that P&R include a Classroom entry which could be built on school property. It was decided to eliminate the "Snow Family" category so that there would be five in total. K. Augusta recommended that for the People's Choice, those wishing to participate submit a photo of their creation which would be featured on the Parks & Recreation Face Book page.

M. Garavaglia reviewed the detailed list of tasks, dates on which they needed to occur and responsibilities, commenting that a lot had to happen in a narrow window of time. She asked that a committee be formed of K. Augusta, M. Lane, T. Tocci, herself and one of the judges to further review the critical actions and make sure all the bases were covered. All agreed to participate and R. Venden volunteered to represent the judges.

Depending on snow conditions (and in consideration of the School vacation), M. Garavaglia suggested that the last possible date for the contest (snowmen "up & running") would be February 20th, with the awards ceremony on March 1st.

5. Concert Series Update: Lyn Stan reported on the 2014 concert series, stating that the budget was $5,200, actual cost was $4,900 and the residual was $300. There were eight acts with an average cost of $612.50 per band @ $.27 per resident. There was discussion about paying for concerts that did not occur due to rain and an "Act of God" clause, with the suggestion that perhaps the group could perform inside the LAS gym if conditions were unfavorable. Lyn said that she was working on the 2015 program and would report to the Commission when she had finalized her recommendations.

T. Tocci reported that the Select Board is eliminating the proposed concert budget for 2015 and using the current Bandstand Concert Fund account balance to fund the series next year; he regretted the fact that monies would not

be available to promote the concerts, adding that the Commission had agreed to do this to determine whether there was enough interest in Town to continue with these events. L. Smith responded that the Select Board had approved a 2015 budget of $1,000, which, when combined with the existing balance of $4,914, would result in approximately $5,900 to finance the concerts next year.

Lyn also solicited "Porta-Potty" quotes from five potential suppliers. When all the bids were reviewed, it was recommended that the Commission stay with Triangle as having the best price and a known record for service; R. Venden made a motion that P&R remain with Triangle, and P. Fitzgerald seconded the motion. It passed unanimously.

6. Yoga Class: Mark Lane contacted three prospective instructors with mixed results. The most promising lived in Hampton and said she might be interested in doing the class herself or could possibly provide a recommendation; she did give Mark useful information on how these programs are typically organized. L. Smith said he would assist Mark in trying to locate an instructor and M. Garavaglia suggested Seacoast Sports in Seabrook for a possible referral.

7. Treasurer's Report: Roger Venden reported on the balances in the P&R accounts as of Dec. 2nd. They are: Summer Camp Program--$12,919; Rec Fund--$13,707; Bandstand Concert Fund--$4,914; Town Bandstand Fund--$1,965; GWP--$195. The only change from the prior month is the decrease in the GWP account. There are no requests for payment.

Discussion ensued about balances in the various accounts (specifically, the Rec Fund) and how these monies can be utilized. T. Tocci cited a 1994 warrant article which proposed creation of a revolving Recreational Fund which would not revert to the Town's General Fund if unused. R. Venden will meet with Town Administrator, Lori Ruest, to gain clarification on how the money in this account can be utilized.

P. Fitzgerald asked if P&R could pay for repairs to the faulty electrical box in the Town Bandstand using money from the Town Bandstand Fund; L. Smith said this was an appropriate use of the money.

8. Golf Committee Update: the committee exists of T. Tocci, R. Venden and T. Santora. The date for 2015 Open is September 17th (Thursday), with the following Thursday (9/24) as a back-up. The Committee is seeking 18 sponsors, with two already committed at $200 per hole, and another offering to support the tournament. The Commission is anticipating 100 golfers with a possible tee price of $100 per entrant but with greater amenities than in 2014.

9. Other: L. Smith, in consideration of the "Right to Know Law" asked K. Augusta about comments submitted to social media. K. Augusta said that any comments containing inappropriate language or vulgarities were rejected by the administrator; negative feedback, however, was posted with a possible response from the moderator.

Motion to Adjourn: R. Venden made a motion to adjourn at 9:12 p.m.; G. Martin seconded and the motion carried.

Respectfully (and finally) submitted,
Marietta Garavaglia
Volunteer Interim Secretary

Next Meeting: Monday, January 19th, 2015, 7:00 p.m. in the Town Hall