

LACONIA PARKS AND RECREATION COMMISSION MEETING

MINUTES

1. CALL TO ORDER:
Monday, May 19, 2014 at 7:00pm at the Community Center
2. COMMISSION MEMBERS ATTENDANCE: Jeff Pattison (Chair), Mitch Hamel (Clerk), Rodney Roy, Kevin Dunleavy and Liza Kelleher. Absent- Commissioners George Hawkins and Dave Plourde.
3. INTRODUCTION OF GUESTS: City Councilors Armand Bolduc and Bob Hamel, Melissa Broadwell, Mark and Barbara Dorman, Judy LaFrance, Katie Reid, Barbara Griesingek, Laan Cushing, Kevin and Lisa Moulton, Eric Shanley, Tim Martin, Jay and Sarah Lutz.
4. ACCEPTANCE OF MINUTES: Rodney Roy motioned to accept the April meeting minutes. Mitch Hamel seconded. All were in favor.
5. OLD BUSINESS:
 - **Knapp and Tibbetts Wedding-** Rotary Park Gazebo- May 10, 2014 Saturday from 4pm to 5pm for a wedding ceremony. Mitch Hamel motioned to remove the item from the agenda. Rodney Roy seconded. All were in favor.
 - **Lakes Region Christian School-** Memorial Park Tennis Courts- April through May 2014, Monday to Saturday from 3pm to 5pm or 6pm to 7:30pm, Tennis practice for School Tennis Team. . Mitch Hamel motioned to remove the request from the agenda. Rodney Roy seconded. All were in favor.
6. FACILITY USE REQUESTS:
 - **Lakes Region Vineyard Church-** Opechee Beach- Sundays, August 17, 2014 from 12~7pm for a church picnic. Mitch Hamel motioned to accept the request conditioned upon submission of the \$100.00 users' fee and a key deposit of \$25.00 per key if needed. Rodney Roy seconded. All were in favor.
 - **New Hampshire Interscholastic Athletic Assoc.-** Bartlett Beach- Saturday, October 4, 2014 from 6am ~5pm for High School Bass Fishing Championship. Rodney Roy motioned to accept the request and waive any users' fee. Mitch Hamel seconded. All were in favor.
 - **Griesinger/Phelps Wedding-** Rotary Park gazebo & lawn- Saturday, June 27, 2015 from 5:00~5:30pm for a wedding ceremony. Rodney Roy motioned to accept the use of Rotary Park for a wedding conditioned upon submission of a certificate of insurance and a \$100.00 non-resident user's fee. Mitch Hamel seconded. All were in favor.
 - **Laconia Little League-** Opechee A, B, & C (Sunday ~ Thursday) and Colby Field (Saturday 7 Sunday 8~2pm)- June 15~22, 2014 for a Junior All-Star tournament. Rodney Roy motioned to accept the request for the tournament with the understanding that Laconia Little League will coordinate with the Lakes Region Girls Softball League scheduling. Mitch Hamel seconded. All were in favor.
 - **Gilford Police Dept vs Meredith Police DeptRobbie Mills Field-** Sunday, September 7, 2014 from 3pm to 7pm for a charity fundraising event. Request tabled due to no representation.
 - **Dorman/Broadwell Wedding-** Opechee Point- September 6, 2014 Saturday from 1:30pm~ 2:30pm for a wedding ceremony. Mitch Hamel motioned to accept the request

conditioned upon submission of a certificate of insurance and waiver of the non-resident users' fee. Rodney Roy seconded. All were in favor.

- **Laconia Chiefs Youth Football & Cheer Leading-** Elm Street School Field- July 28 through August 28th Monday through Thursday from 5:30~8:00pm for cheer team. Mitch Hamel motioned to accept the request. Jeff Pattison seconded. All were in favor.
- **Laconia Clinic-** Wow Trail- Saturday, September 6, 2014 from 9am~12pm for fundraising event. Rodney Roy motioned to accept the request conditioned upon special events committee approval, submission of a certificate of insurance, waiver of the charity event fee and City Council approval for the fundraising event. Mitch Hamel seconded. All were in favor.
- **Lutz Wedding-** Rotary Park Gazebo- Saturday, June 29, 2014 for a wedding ceremony- Mitch Hamel motioned to accept the request conditioned upon submission of a certificate of insurance. Rodney Roy seconded. All were in favor.
- **Kevin & Lisa Moulton-** Rotary Park Gazebo- Saturday, August 30, 2014 from 3:00~5:00pm for a wedding ceremony- Mitch Hamel motioned to accept the request conditioned upon submission of a certificate of insurance. Rodney Roy seconded. All were in favor.

7. OTHER REQUESTS REQUIRING COMMISSION ACTION:

8. NEW BUSINESS:

Weirs Community Park -Amphitheater and Picnic Pavilion Guidelines. Kevin Dunleavy discussed the need to create guidelines for the use of Weirs Community Park amphitheater and picnic pavilion. Kevin stated that some inquiries about using the facility have already occurred. Kevin asked the Commission to consider how they want to approach the types of music that will be allowed at the facility, reminding the Commission that loud amplified music might not be appropriate for the residential setting. General thoughts from the Commission indicated that acoustic amplified music would be appropriate at acceptable noise levels. Kevin said he will plan on having some guidelines for the Commission to review at the next meeting.

9. PUBLIC COMMENT:

10. COMMUNICATIONS:

11. PARK ASSOCIATION REPORTS:

Leavitt Park Association –Minutes of the May 14, 2014 Meeting
Opechee Park Association- Income and Expense Report
Tardif Park Association- No Report
Weirs Community Park Association- No report
Wyatt Park Association- No report

12. DEPARTMENT REPORTS:

Directors Report
submitted by Kevin Dunleavy

Department Updates:

- Recent maintenance projects and activities include:

- ⇒Athletic field preparation
- ⇒Mowing and trimming
- ⇒Spring cleanups
- ⇒Various work orders at City Hall, Library, park houses, LFD and LPD
- ⇒Painting and repair of Rotary Park gazebo
- ⇒Put out trash barrels for season
- ⇒Trash removal
- ⇒Pet waste bag restocking
- ⇒Irrigation startups
- ⇒Scoreboard repairs
- ⇒Aerating
- ⇒Bathroom startups
- ⇒Graffiti removal
- ⇒Equipment/mower preparation

- The bulk of the maintenance work the past month has been spring cleanups and athletic field preparation. Maintenance staff is working hard to get caught up due to the late start to spring.

- Additional seasonal maintenance staff have returned the past month.

- Weirs Community Park – Work continues on the bathroom/amphitheater building. The timber frame pavilion has been installed and the roof decking is in place. The ground is still a little wet in places, delaying the finish site work. There are areas that need some drainage improvements that will be addressed in the near future.

- Wyatt Park – Work has begun at Wyatt Park. The contractor loamed and seeded areas disturbed by previous work. Installation of the drinking water fountain should be happening soon along with lighting installation. The City Council will be having a public hearing on May 27th to address the remaining Wyatt Park House funds.

- Stewart Park/Main Street Bridge project – The City Council authorized the granting of a license for PSNH to install a transformer at the corner of Stewart Park. Work on this infrastructure will begin soon.

- Community Center Gym Floor – The gym floor replacement is nearing completion. The new maple flooring is installed, and the first base coat has been applied as of Friday, May 16th. The project has gone well and is looking like it will be done ahead of schedule.

- Parks and Recreation Budget Presentation – on April 14th, I presented the proposed Parks and Recreation budget to the City Council. The proposed budget is available online, and includes CIP items requested by the City Manager.

Assistant Directors Report submitted by Amy Lovisek

The gym floor is well underway and looking fabulous. They have stripped the old floor, re-secured the subfloor, laid a plastic sheet as a moisture barrier, laid a layer of ½” plywood at a 45 degree angle, and then installed the maple floor. The old floor was birch, which I didn’t know. They have applied 2 coats of urethane as of today and are planning to paint today. They do plan to be opening the gym earlier to us as the job went pretty smoothly. The colors we chose are black basketball lines with a hunter green solid key and boarder and then a cranberry color for the pickle ball lines. I am thrilled with the progress and outcome so far!

It has been very quiet over here at the Community Center other than the sounds of construction. Jazzercise is being held at Tardif Park and a few other programs are still happening in the Fish Bowl, but that is all here. Again very quiet!

All of my summer seasonal employees have been hired for lifeguards, parking attendants and camp counselors. Depending on the number of kids we have this year registered for camp, I may add one additional person to our crew for safety. Currently the camp is at around 20 kids and growing.

I was approached by a Tim James with LR Tennis Association about having some free tennis lessons. We are working on a schedule that will work best and they will be under our insurance as one of our programs. I look forward to this program for both adults and children. I will be one of those adults!! You should come and join me!

The city is now taking payments for our programs online! A great new move forward for the city and some have taken advantage of this, especially with regards to the camp.

13. DATE OF NEXT MEETING AND ADJOURNMENT:

The meeting was adjourned at 8:10pm and the next meeting is scheduled for Monday, June 16, 2014 at 7:00pm at the Community Center.