

Parks & Recreation Commission

Meeting Minutes – August 18, 2020 [Approved 9-22-2020](#)

Meeting began at 5:34 pm

Present: Sean T., Mike C., Ronalee R., Ryan M., Lisa D., Leigh-Anne D.

Absent: None

New Business

Review/Vote to approve minutes from June 29, 2020

Ronalee Ray-Parrott made a motion to approve the minutes, Ryan McAdams seconded the motion. All in favor minutes approved as written.

Lions Club – Discussion of Placing Flags on Town Common for 9-11

The Commission members requested that the Lions Club inform the DPW of when they would like to place the flags on the Town Common lawn so it could be mowed beforehand.

Motion to approve placing the flags as long as Mike Roberge speaks with Lisa DeMeo about the details. Ryan seconded the motion. All in favor. Motion approved.

Beach Field Conversion Update

Due to Town using the beach field being used as an overflow parking lot for the summer visitors, it was decided that the Beach Field would be converted into a softball field sometime after Labor Day.

Rental of Concession Stands

The Commission discussed renting the concession stands out to leagues either per season or per day and what the Parks and Recreation Commission should charge for rent. They would like to reach out to other communities that have concession stands to see what their policies are. Mike suggested that the Parks and Recreation Commission get a percentage of the yearly profits rather than a fixed rate for rental of the facilities. There was also discussion about putting the rental of the concession stands out to bid each year.

Lisa D. made a motion to have she and Angelica come up with sample RFP's for the rental of the concession stand. Mike seconded the motion. All in favor. Motion approved.

Flag Football Practices – Discussion and Possible Vote

Sean said that the football leagues are only allowed to practice skills and drills with not contact. Mike stated that he had spoken to Jeff Johnson, Seacoast Youth Flag Football League. Due to financial obligations and COVID-19 guidelines still in place in Massachusetts, Jeff will not be using Partridge Brook Park this fall.

Other Business

- A. The Commission discussed the COVID-19 cleaning guidelines for the Lions Park bathrooms. Mike has been overseeing that because of his affiliation with the softball league. He explained the procedure and gave completed cleaning logs to Leigh-Anne for filing purposes.
- B. The Commission discussed having a virtual Tortoise and the Hare race, canceling it until next year or canceling and refunding the money. If the event were to be cancelled, there are a few expenses that would have to be paid to the High5EM company that co-sponsors the event. It was decided that an email be sent to the donors asking them if they wanted to have their donations be held until next year or get a refund of the donation from the canceled event.

Ryan made a motion to cancel Tortoise and the Hare event for this year. Ronalee seconded the motion. All in favor. Motion approved.

- C. Mike informed the Commission members that a softball league may be interested in using the field for the fall this year.

Old Business

Partridge Brook Park Concession Stand

The Lion's Club members volunteered to paint the concession stand and only have the ceilings and floors to finish. The doors were put up which cost about \$4,000. Lisa Pearson, Director of Planning will also need some funds from the Parks and Recreation Commission for miscellaneous items at the Partridge Brook Park Concession Stand.

Ronalee made a motion to release the revolving funds to purchase the items needed for the concession stand. Mike seconded the motion. All in favor. Motion approved.

Other Business – None

- A. Mike asked to have the branches cut back around the outfield at Lions Park so that there is less chance of injury for the players. Lisa said that she would have Jack Spring, part-time employee of the DPW take care of the branches once he had accomplished the project he is currently working on.
- B. The Commission discussed closing the fields this fall. Sean said that the fields looked to be in good shape so he did not feel the need to have them professionally closed.

Meeting ended at approximately 6:16 p.m.