

**TOWN OF EPSOM**  
***Parks and Recreation Commission Meeting***  
**Meeting House, 1596 Dover Road, Epsom, NH**  
**March 14, 2024, 6:00 PM**

**PRESENT**

Joe Wysocki, Chair  
Cheryl Gilpatrick, Board of Selectmen Representative  
Shauna Fisher, Commissioner  
Gary Perry, Commissioner

**ALSO PRESENT**

Jennifer Riel, Recording Secretary – via telephone

**CALL TO ORDER**

Chair Wysocki called the meeting to order at 6:05 PM.

**AGENDA REVIEW**

Chair Wysocki added review of the Park Reservation policy.

**MOTION: To approve the agenda as amended. Motion by Ms. Gilpatrick. Second by Ms. Fisher. Motion passed unanimously.**

**APPROVAL OF MINUTES**

Meeting of February 8, 2024– The minutes were reviewed, and edits were made. **MOTION: To approve the minutes as amended. Motion by Ms. Gilpatrick. Second by Mr. Perry. Motion passed unanimously.**

**Appointments**

None.

**New Business**

Chair Wysocki gave an update on the current fund balances. He stated the expenditures to date are on track; an invoice from Bartlett Trees will be paid in March for removal of the tree by the bandstand and the tree over the bean hole. The tree on the garage was also removed at no charge.

Chair Wysocki gave an update on water testing services; the vials are available to do the testing when they open the park. Mr. Perry advised to test the water in the large concession stand, especially for arsenic. He stated the filter for the filtration system is not changed often; he will check with the vendor, Aquatec, to find out when the filter needs to be changed as it depends on the usage. The Commissioners discussed updating the paperwork to ensure the information regarding the water filtration system is on file with the Town Office.

The Commissioners discussed outstanding projects for the season. Chair Wysocki stated he has not heard from Mr. Tisbert about any reservations being submitted by the Epsom Bible Church for the use of the softball fields, or for a start date in creating the field.

Chair Wysocki stated Mr. Reid was unable to attend the meeting but plans to have an update on the playground inspections by next week.

Chair Wysocki stated he is planning to open the park on the weekend of April 13 and 14 and work with Mr. Perry to reopen the water systems. He would also like to finish the kiosk in April in anticipation of events beginning in May. Ms. Gilpatrick stated she has some ideas for the lettering. Chair Wysocki stated he is waiting on a quote for the tick treatments; he was able to obtain some tick traps and will start putting those out around the time of the park opening. He is planning to set up a meeting with Joe Davis to discuss options for replanting a tree in place of the large pines. The Commissioners discussed starting the work on the garage as well as fencing. Mr. Perry stated he has the materials for a gate at Short Falls, but they will need an excavator for setting it. Chair Wysocki asked the cost of the fence. Mr. Perry will put together some pricing. Ms. Gilpatrick stated she discussed fixing the parking lot at Short Falls with the Road Agent; she stated the Police Department, Fire Department and Road Agent, are all in favor of placing the gate there.

The Commissioners discussed the work involved with cleaning out the garage in preparation for the renovation. Mr. Perry noted there are a lot of materials being stored in there. Chair Wysocki suggested they keep an inventory as they are going through the materials to see what might be needed now or in the future; everything else could be offered to other Town departments.

The Commissioners reviewed and discussed upcoming reservations. There was discussion about getting the updated reservation application available on the Town website to ensure that reservations going forward are using the updated form. Ms. Gilpatrick noted they also need to get the ordinance and fee schedule updated and brought before the Select Board for approval.

The Commissioners discussed the open hours of the park and Short Falls. It was agreed to set the hours from sunrise to 9:00 PM.

The Commissioners reviewed and discussed the Park Reservation Policy; edits were made.

**MOTION: To recommend the Park Reservation Policy for approval by the Board of Selectmen. Motion by Chair Wysocki. Second by Mr. Perry. Motion passed unanimously.**

The Commissioners reviewed and discussed the fee schedule; edits were made.

**MOTION: To present the revised fee schedule for approval by the Board of Selectmen. Motion by Chair Wysocki. Second by Mr. Perry. Motion passed 3-0-1. Ms. Gilpatrick abstained.**

The Commissioners reviewed and discussed sign designs and placement around Webster Park and Short Falls. Chair Wysocki will work on getting pricing.

The meeting was adjourned at 7:33 PM.

Respectfully Submitted,

*Jennifer Riel*

Jennifer Riel, Recording Secretary

APPROVAL