

TOWN OF EPSOM
Parks and Recreation Commission Meeting
Webster Park, Epsom, NH
September 14, 2023, 6:00 PM

The Parks & Recreation Commission generally meets on the second Tuesday of every month to discuss information pertaining to Webster Park and the public swimming area known as Short Falls. The meetings are open to the public and the Commission welcomes public comment at the end of the meeting. If you wish to be put on the agenda for a discussion item or would like to request an appointment to be heard by the Commission, please contact Megan at the Epsom Town Office at least seven (7) days prior to the scheduled meeting. All requests for reservations are also handled through the Epsom Town Office.

PRESENT

Joe Wysocki, Chair
Cheryl Gilpatrick, Board of Selectmen Representative
Gary Perry, Member
Shauna Fisher, Member
Mike Tisbert, Member

CALL TO ORDER

Chair Wysocki called the meeting to order at 6:03 PM.

AGENDA REVIEW

Chair Wysocki added electrical discussion.

MOTION: To approve the agenda as amended. Motion by Ms. Gilpatrick. Mr. Perry seconded the motion. Motion passed 4-0-0.

APPROVAL OF MINUTES

Meeting of August 10, 2023– The minutes were reviewed, and edits were made. **MOTION: To approve the minutes as amended. Motion by Ms. Gilpatrick. Mr. Perry seconded the motion. Motion passed 4-0-0.**

Discuss Monthly Business

• Review current spend vs. budget

Chair Wysocki stated as of the end of August, 2023, just under \$20,000 has been spent of the budget, which is about 65% of the total budget. He stated they are still waiting for confirmation on the additional insurance claim for the tree removal; the Bartlett Tree invoice, for the first part of the approved claim was paid through the budget. Chair Wysocki stated the invoices for the signs was received, totaling about \$2000. The Commissioners discussed preparing the budget for FY 2024 as well as potential projects for 2024.

Mr. Tisbert joined the meeting.

- **Review project priorities, statuses and backlog**

Chair Wysocki stated August was a very active month with a lot of projects being completed; he stated all the items identified in the monthly safety audits conducted by Mr. Reid, for the playground, have been resolved. Chair Wysocki stated the new signs have been installed.

Chair Wysocki stated the invoice for the washroom installation as received from A.W. Perry Timber Works.

Chair Wysocki stated of the eight initiatives outlined at the beginning of the year, all have been completed except the irrigation system but that will be a top item for 2024. The Commissioners discussed getting quotes for the installation; the materials have already been purchased.

Mr. Tisbert stated he plays in a local softball league, and they are looking for additional fields for games. Chair Wysocki stated Justin Guth also approached the Commission about that, however it was made clear that a gravel infield would be necessary. He stated due to that requirement, the Commissioners weren't in favor of approving that use at the time because the grass fields are used by many other groups and events. It was agreed this could be revisited and discussed further. Mr. Tisbert explained the league currently plays on dirt and grass mixed fields.

- **Discuss reservation schedule and open/close assignments**

The Commissioners reviewed and discussed upcoming reservations.

- **Discuss miscellaneous business**

The Commissioners discussed putting more focus on cleaning up around the Short Falls area next year.

There was discussion about planning the setup and maintenance for the skating rink in mid-November.

Chair Wysocki stated he plans to work on preparing RFPs for mowing, port-o-potties, etc., over the winter, to see if they can get lower rates for next year. Ms. Gilpatrick noted RFPs need to go through the Town Office and that Mr. Wysocki work with Andrea on these.

The Commissioners discussed the parking situation; it was agreed they should look into expanding an area for overflow parking.

There was discussion of Commissioners terms and expiration dates.

Ms. Gilpatrick suggested they have an annual review of the electrical systems at the Park to ensure everything is working. She stated the Old Home Weekend Association collected money for vendors using electricity during the event and the funds will be going to the Town. She stated there was also an overcharge of \$50 for the dumpster from the Old Home Weekend event and this should be reimbursed to the Town. Ms. Gilpatrick will be speaking with the Old Home Day Weekend Association.

The meeting was adjourned at 7:07 PM.

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary

APPROVED