

**Merrimack Parks and Recreation Meeting Minutes**  
**Wednesday, 04.16.14**  
**7:00 Town Hall Memorial Conference Room**

Attendees: Chris Christensen, Laura Jaynes, Shannon Barnes, Dan Dwyer, Christine Lavoie, Dan Ricker and Michelle Cushman

Parks and Recreation Director: Matt Casparius

Absent: Jackie Flood and Melanie Lesmerises

Excused Absent:

Start time: 7:02pm

1 – Open Meeting/Introduction of members and guests

2 – Approval of March 19, 2014 Meeting minutes were accepted

- Shannon Barnes made the motion to accept the March Meeting Minutes
- Chris Christensen typo in Eagle Scout Project – life expectancy and Dog Park should be called Friends of, not Sub Committee
- Christine Lavoie 2<sup>nd</sup> the motion as amended
- 6-0-1 to accept minutes

3 – Recognition of Ice Rink Volunteers

- Chris Christensen publically thanked the volunteers for keeping the ice rink going
- Kelly Valluzzi was recognized by the Rotary Club - Excellence in the Work Place

4 – Director's Report - Matt Casparius

- a. Presentation of New Department Logo
  - New logo was created
- b. Easter Egg Hunt – Saturday April 19<sup>th</sup> – Volunteers 9-12 at Wasserman Park
  - Police volunteers scheduled again but still need more volunteers
- c. Forestry Management Project Update – Started Friday April 11<sup>th</sup>
  - Scheduled to start but due to weather it's still too muddy
- d. Friends of Wasserman Park Concept
  - Residents want to start this group and are looking into what it would take to become a non-profit group – 501 (c) (3)
- e. Summer Program Ideas with Library
  - Big Truck Day at Wasserman Park is possibility scheduled for 07.16.14
  - Story Walks – walk through nature trails
  - Story Time at Abbie Griffin Park on Friday's from 06.27 – 08.01
- f. ACA Accreditation
  - Summer camp is up this year and there are 270 standards to review
- g. 4<sup>th</sup> of July Parade
  - Volunteers needed
- h. Skate Board Park
  - Opening 04.26.14
- i. Merrimack Girl Scouts have their annual Camporee on 05.16.14 – 05.18.14

- j. Camp opens in about 9.5 weeks
- k. Matt Casparius moved into the Camp Office

#### 5 – Old Business

- a. Dog Park Update - Matt Casparius
  - Grant written to Home Depot and they responded back that they will not be donating
  - Need about 30K for park and now need to reach out to corporations for donations
  - Christine Lavoie asked if possibility once Friends of Wasserman Park is created, then could the Dog Park fall under them
  - Matt Casparius said the process will take a while if/when that happens
- b. By-Law Review Update - Shannon Barnes and Laura Jaynes
  - All By-Laws have been reviewed (including few versions)
  - Section 3, page 1 – Review the Budget – we don't do that
  - Article 2, Section 1 – Membership – do we want a HS Rep or invite School Board to attend our meeting once a quarter to address any issues
  - Each club has an alternate – MYA, Town Council, etc
  - Chris Christensen said to strike the part that the role of Chair on the Parks and Rec Committee should also be a required member of all sub committees. Chair should be an Ex-Officio member of all sub committees.
  - Any work done by the Chair will be brought back to the Parks and Rec Meeting for review
  - Secretary shouldn't keep copies of any documentation at any personal places – only held at the Parks and Rec Department
  - Secretary should give out agenda's and meeting minutes – this needs to be updated
  - Shannon Barnes and Laura Jaynes will bring back recommendations to the new language needed, which version is the correct one to use going forward and have a version control added
- c. Fall Park Reviews/Spring To Do List
  - Matt Casparius and Adam Jacobs met to review Park Reviews and what can/can't get done
  - All athletic fields are open – DPW has been prepping the fields
  - Tree fell on Cabin 12 at Wasserman Park – DPW is now looking at trimming trees
  - Matt Casparius handed out a list of Merrimack Park and Rec Update's on Fall Park Reviews
  - Volunteers have asked to help with projects
  - Girl Scouts are looking for a project for Earth Day
  - 05.20.14 – Senior Service Day
    - Some ideas for the Seniors are: weeding, flower bed clean ups, mulch for playgrounds, removing moss, scraping cabin door frames, trash removal, painting, cleaning brush and cleaning grills
  - Deck needs to be fixed because it's rotting out
  - ADA is coming out to make office handicap accessible
  - Watson Park needs grass mowed only – no other town money used for the park
  - Dan Dwyer commented that now that the town owns the park, it's the town responsibility to keep the park clean and safe
  - Wasserman Park has 6 buildings with leaking roofs:
    - Arts and Crafts building, Wasserman house, Cabins 12, 13 and 15 and the Day Camp office

- Dan Dwyer commented that there hasn't been a commitment yet because there needs to be further review to determine if money should be put there or somewhere else
- d. Clean Up Day
  - Matt volunteers are come forward and would like to move to a more formal process going forward
  - Lions Club emailed to sponsor a cabin and this needs to be put on the Park Review

#### 6 – New Business

- a. Adopt a Park Program Discussion
  - Matt Casparius said that in 2012 there was an Adopt a Spot program. Maybe we could create an Adopt a Park Program
  - Knights of Columbus are interested in adopting Watson Park
  - Residents are interested in other places to adopt in Merrimack
  - Dan Dwyer commented that the Adopt a Park Program is a huge undertaking. Maybe groups that are interested could go through the list and pick certain items to complete
  - Laura Jaynes asked that Matt Casparius keep the Parks and Rec group informed with what is getting done from the list
  - Chris Christensen commented that maybe it could be adopt an item(s) on the list
- b. Change to June Meeting Date
  - 06.18.14 – Camp Staff Orientation and therefore Matt Casparius will not be able to attend
  - Checking on either 06.11.14 or 06.25.14 to have meeting at 7pm if room is available
- c. Dock update - Chris Christensen
  - Docks broke loose so the DPW will bring the docks back. They will look into how to secure them better going forward
  - NH LAKES Association offered suggestions for a Perched Beach at Wasserman Park - Chris Christensen
  - Dan Dwyer is concerned about the hill, ledges, and dams. How much would this cost?
  - Shannon Barnes to talk to Don Provencher for ideas regarding erosion.
  - What are the ADA requirements going forward for all parks?
  - Shannon Barnes asked if we should have an ADA Rep in to walk through their requirements

#### 7 – Sub-Committee Updates

- a. Senior Citizens Club – need representative
- b. MYA - no representative - Melanie Lesmerises
- c. Town Council - Dan Dwyer nothing to update
- d. School Board - Shannon Barnes nothing to update
- e. High School Representative - no representative - Paul Davidson

#### 8 – Future meeting dates

- a. May 21, 2014

#### 9 – Comments from the Public was nothing

#### 10 – Comments from the Committee

- Christine Lavoie asked the status of the Eagle Scout Project
  - This will go to Town Council on 04.17.14

- Matt Casparius commented that the Dining Hall and Cabins 7 and 8 are down and cleaned up
- Chris Christensen asked what happened with the Disk Golf Club
  - Went to the Grater Woods Committee

11 – Adjourn at 8:25pm

- Shannon Barnes made the motion to adjourn
- Laura Jaynes 2<sup>nd</sup> the motion
- 7-0-0

Respectfully submitted,  
Michelle Cushman