

LACONIA PARKS AND RECREATION COMMISSION MEETING
February 19, 2019
Laconia Community Center- Parks & Recreation Office
7:00 P.M.

CALL TO ORDER: Commissioner Chair Mitch Hamel called the meeting to order at the above date and time.

RECORDING SECRETARY: Secretary Liza Kelleher recorded this meeting.

ROLL CALL: Commission Chair Mitch Hamel called the roll with the following Commissioners in attendance: Deanna Guyer, Tony Pederzani, Rodney Roy and Arthur Kirk.

PARKS AND RECREATION STAFF PRESENT: Recreation and Facilities Director Kevin Dunleavy, Asst. Recreation and Facilities Director Amy Lovisek and Secretary Liza Kelleher.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

1. Regular meeting minutes of January 22, 2019

Commissioner Rodney Roy moved to adopt the minutes from January 22, 2019. Seconded by Commissioner Deanna Guyer. The motioned passed unanimously.

I. **OLD BUSINESS:**

A. Banners at Robbie Mills Field. Kris Svindland of the Winnepesaukee Muskrats explained that the peeling banner will be taken out and will be replaced in the spring. Kris said that the Muskrats are responsible for maintaining the signs. Commissioner Hamel asked that once the sign is put up, who is responsible of maintaining the banner? Kris Svindland said the Muskrats are responsible for the maintenance and explained that the signs need to be installed or removed when the temperature is above 50 degrees when the adhesive is workable. Kris said that the Muskrats will replace the banner that is in poor condition sometime in May when conditions allow. Kris said that the banner sponsorship contract is good for 3 years. Kevin Dunleavy explained that aesthetics in City parks are important and a point of emphasis by the City Council and the public.

B. Native American Statue-Repair Discussion

Director Dunleavy said it is a priority to get the statue down for safety reasons. Director Dunleavy said that any restoration effort could be determined after the removal of the statue from its current location at Opechee Park. Director Dunleavy recommended that the statue be removed by a crane large enough to mobilize outside the running track due to potential damage to the track surface. Director Dunleavy said that a crane will be expensive with some estimates around \$10K or higher. Director Dunleavy said no crane contractor is going to take responsibility for damage to the track and driving vehicles over the track will nullify any warranty on the track. Director Dunleavy said the crane could lift the statue and place it onto cribbing located at the site of the old Opechee Park House until a plan is formulated for its restoration. Director Dunleavy said the statue could be fenced in with temporary fencing

at its temporary location for security reasons. If a restoration effort does not materialize, the statue could easily be removed from this location. Director Dunleavy said that if the statue is restored, he recommends that it be relocated to a site other than inside the track due to problem of needing to cross the track for re-installation and future maintenance. Director Dunleavy said that another option could involve a Request for Proposal or Expressions of Interest could be solicited to determine if there is interest from the community to proceed with a restoration. Commissioner Hamel said that there should be a deadline for the removal and a deadline for a plan for a restoration effort. Commissioner Roy motioned to authorize the removal of the statue within 4 weeks for safety reasons, and once it is removed, it should be fenced in at the former Opechee Parkhouse location for further evaluation and potential future restoration. If no party is interested within another 4 weeks, it should be removed. Seconded by Commissioner Guyer. All were in favor.

II. FACILITY USE REQUESTS:

- A. Weirs Action Committee- Weirs Beach Parking Lot- July 3 from 9pm to 1am, July 20, 27, August 3, 10,17, September 1 from 7pm to 11pm and September 14 2019 from 8pm to 12am for 2019 fireworks parking fundraiser. Director Kevin Dunleavy said that some questions were raised by the Commission at the last meeting. Director Dunleavy said that he was not able to determine what the revenue from the parking lot was last year after the 7pm timeframe at the beach kiosks, but assuming that the parking lot would be full from 7pm to 10pm of the proposed times requested, the total revenue the City would lose would be estimated at no greater than \$2500 for the season. Director Dunleavy said the revenue from the fundraising would be used to pay the cost of the fireworks. Robert Ames of the Weirs Action Committee confirmed this. Commissioner Guyer questioned the fees that will be a double charge during the fundraising event. Mr. Ames said that signs would be posted at the kiosks and at the entrances in advance to make the public aware of situation. Commissioner Guyer also asked how about the Laconia residents that pay for a beach sticker. Robert Ames of the Weirs Action Committee said that if the beach stickers are considered a problem, they would allow vehicles with the stickers to park without the fee since there would not likely be very many. Commissioner Roy asked how it will be handled when the \$25 online reservation is used and there is no space left at the parking lot. Mr. Ames said that they would block off a few spaces for this and the parking lot tends to clear out prior to 7pm so he expects there will be sufficient space. Commissioner Guyer expressed concerns about setting a precedent for fundraising in the parking lot and said that it may be difficult to refuse other requests. Commissioner Roy said he would like to have more time to consider this request. Commissioner Guyer said she would like more time to consider the impact from other organization who may want to use the Weirs Beach parking lot for fundraising. Commissioner Pederzani also requested to see the sign that they will post at each kiosk to notify public for the next meeting. Commissioner Pederzani motioned to table the request for the parking fundraiser at Weirs Beach. Seconded by Commissioner Roy. All were in favor.
- B. Laconia Chiefs Football Spirit & Cheer- Leavitt Park Field- May 1 through July 29, 2019, Tuesday Thursday from 5:00pm to 8:00pm for Cheer Camp. Director Dunleavy said there may be times when the field is being used. Walter Zanes of Laconia Youth Football said that they could use the fringe areas like they have in the past if the field is being used.

Commissioner Roy motioned to accept the request for cheer camp conditioned upon submission of non-resident user's fees and submission of a certificate of insurance. Seconded by Commissioner Pederzani. All were in favor.

- C. Laconia Chiefs Football Spirit & Cheer- Memorial Park Baseball Field, Bobotas Field (possible Jamboree on August 17th from 8-4pm) - July 29 through October 31, 2019, Monday through Friday from 5:00pm to 8:00pm, Saturday from 8:00am to 11:00am. Commissioner Pederzani motioned to accept the request conditioned upon submission of non-resident users fee, storage fee, light fees, security deposit of \$25.00 per key if required and certificate of insurance. Seconded by Commissioner Kirk. All were in favor.
- D. Faith Alive Christian Fellowship- Memorial Park Baseball Field- Saturday, May 25, 2019 (June 1, rain date) from 7:00am to 5:30pm for a FREE Kids Carnival event. Director Dunleavy explained that the City's insurance provider has recently recommended that the use of inflatable elements at City facilities be avoided. John Sanborn of Faith Alive asked to have the City let him know as soon as they can about the inflatables since this is a part of their event. Assistant Director Amy Lovisek asked that Faith Alive provide insurance information and she can review this with the City's insurance to determine what can be allowed. Commissioner Roy motioned to accept the request subject to a waiver of the 20lb propane tank restriction and conditioned upon any insurance requirements or restrictions for the use of inflatable devices and submission of a certificate of insurance. Seconded by Commissioner Guyer seconded. All were in favor.

III. ADMINISTRATIVE APPROVALS-ROTARY PARK, BEACHES, WEIRS AMPHITHEATER & PAVILION

The following request have been approved administratively:

1. Nicole Hinz- Rotary Park Gazebo- Saturday, August 24, 2019 from 3:00-4:00pm for a wedding ceremony.
2. Amy DeCarolis & Avery Walter- Rotary Park Gazebo - Saturday, June 29, 2019 from 3:00-6:00pm for a wedding ceremony.
3. Stacia Stalczynski- Endicott Rock Park (Weirs Beach) - Saturday, May 11, 2019 from 1:00pm for a wedding ceremony.

IV. NEW BUSINESS:

- A. Winnepesaukee Muskrats Annual Update- Muskrats General Manager Kris Svinland gave an on the Muskrats upcoming season. Mr. Svinland said that hope to build on the Muskrats senior baseball tournament they had last fall with a possible summer tournament. Mr. Svinland said there has been an increase in attendance and sponsorship every year. Mr. Svinland said they are looking to upgrade the sound system and are looking to have a band provide entertainment prior to games. Mr. Svinland said there were no problems with the beer tent and they are planning on partnering with Tavern 27 again. Mr. Svinland said the Muskrats are looking at getting safety netting added to the field behind the backstop and possibly along the first base side to provide a safer experience. Commissioner Hamel said he would like to see what plan they have for the

netting before they move forward with it. Commissioner Hamel thanked Mr. Svinland for the update.

V. **ANNOUNCEMENTS:**

A. Director of Recreation and Facilities Opening- Director Kevin Dunleavy explained that he has accepted a position with the NHDOT and his last day of work with the Department is on March 8, 2019. The Director said he has worked 9 years as a Director of Recreation and Facilities in the Parks & Recreation Department and work 4 1/2 years at the Public Works Department prior. Director Dunleavy said that he was appreciative of the accomplishments during his time with the City and he thanked current and past Commissioners for all they had done. Director Dunleavy mentioned he is still going to be living in Laconia and will still be involved with the WOW Trail group. Commissioner Hamel wished Kevin good luck in his new endeavor.

VI. **NOMINATIONS, APPOINTMENTS & ELECTIONS:**

VII. **PUBLIC COMMENT:**

Lakes Region United Soccer Club – Preliminary Discussion of athletic field use. Steve Hepburn of Lakes Region United Soccer Club explained that this is an all-volunteer non-profit travel soccer club and they are in need of fields to support their program. Mr. Hepburn said that their program has kids from all over the region including Laconia participating in their program. Mr. Hepburn said they are looking for a facilities for games and practices and asking if the Commission is open to allowing use of any available fields in Laconia. Director Kevin Dunleavy said that Leavitt Park is currently available for the spring season until Laconia Youth Soccer starts their season at the end of July. Commissioner Hamel recommended that Lakes Region United submit a facility use request form and attend the next meeting on March 18, 2019.

VIII. **COMMUNICATIONS:**

IX. **OTHER REQUESTS REQUIRING COMMISSION ACTION:**

X. **PARK ASSOCIATION REPORTS:**

- A. Leavitt Park Association- Minutes of January 9, 2019 Meeting.
- B. Weirs Community Park Association- Minutes of January 11, 2019 Meeting.
- C. Tardif Park Association- No report

XI. **DEPARTMENT REPORTS:**

A. **Asst. Directors Report submitted by Amy Lovisek**

This month has been a bit different with Kevin giving his notice. He has been bringing me up to date on the projects that are currently happening and what is happening in the future. I will be the contact person for the department until a new director is hired. If you have any questions or concerns please let me know.

I will be attending the Commission meetings from this point on and look forward to working closely with you all.

I went to 2 trainings this month. One was the first in a series for the parks & recreation professional and the other was about major topics related to summer camps. Both offered ideas I have brought back to our department.

I have been doing many things to try to encourage the public to become lifeguards. This is not just a Laconia issue, it has effected aquatics facilities throughout the country. This is not going to be an easy obstacle to overcome, but we will give it our best.

We are posting job flyers at the high school and I have placed an ad in the Laconia Daily Sun for lifeguards, beach supervisor, Weirs Enforcement (day/night shifts) and camp counselors. We have quite a few positions to fill this summer and we will do what we can to fill them.

I have been working on setting up the Opechee Day Camp. I am in the beginning stages of this, but it's never too early to start.

I would like to propose adding a new tourist opportunity at Weirs Beach. I would like to install a big Adirondack chair on the beach. These chairs draw attention and will create a lot of attention to our park. We could even put a # on the chair so people can "tag" us. Our department would build the chair and install it. The exact location has not been determined as of yet. There is a picture attached to give you an idea what I am look to install. Please let me know what you think of this idea.

I will be on vacation starting Monday, February 25 and will be back Wednesday, March 6th.

B. Directors Report submitted by Kevin Dunleavy

Directors Report
February 19, 2019
Department Updates:

- Recent maintenance projects and activities include:

- ⇒ Work orders/repairs at City Hall, Library, park houses, LFD and LPD
- ⇒ Ice rink flooding
- ⇒ Trash removal and litter pickup
- ⇒ Pet waste bag restocking
- ⇒ Painting at Library
- ⇒ Snow removal and sanding/salting
- ⇒ Fire inspections
- ⇒ Equipment maintenance

All of our remaining seasonal maintenance staff left around Thanksgiving. The primary work this time of year involves snow removal and regular treatment of walkways. Maintenance staff has also been busy with brush removal and cleanups in our parks and cemeteries. Other work has included equipment maintenance and tool repairs.

- Weirs Beach Restoration – Parks and Facilities Director Kevin Dunleavy presented an update to the City Council at their February 11th meeting. The update focused on the history of the project, proposed erosion control elements, mitigation requirements and a conceptual mitigation element called a created wetland in the area of shoreline near the public docks. The City Council authorized the City Manager to meet with representatives of the NHDES to clarify what the next logical steps need to be taken by the City in order to move the project forward.
- Native American Sculpture – At the January 22nd meeting of the Parks and Recreation Commission, Peter Brunette asked to have more time to get more information and more fundraising time. Concerns were raised about how a crane would access the statue for its removal due to the potential damage to the running track. The Parks and Recreation Commission agreed to extend the time to formulate a plan for its renovation until March 18th. An update on the progress of the restoration initiative will take place at the February 19th meeting of the Parks and Recreation Commission.
- Bond and Bartlett Beach drainage projects: Advertising for the bidding of the Bond Beach project has been delayed until a final wetlands permit is received from the NHDES. Final plans and bid documents are complete and will be advertised once the wetlands permit is in hand. The wetlands permit is expected to arrive in the next week.
- Laconia Downtown Riverwalk –Work will be completed in the spring.
- Perley Pond – At the January 28th meeting of the City Council Land and Buildings Sub-Committee, concerns were raised about the appearance of the Perley Pond Conservation Area. It was determined that a recommendation to the City Council be made to add a line item to the Parks and Recreation budget for the maintenance of Perley Pond, and that a meeting be scheduled with a landscape architect, Parks and Recreation and the Perley Family in the spring of 2019 to determine an approach that is acceptable to the Perley Family.
- Memorial Softball Irrigation System – Gilford Well has been awarded the Memorial Park Softball Field irrigation system project. Work on the irrigation system will take place in the spring.
- POMC Memorial – I have been in contact with the National POMC organization and they have pledged to fund repairs to the Memorial. This work is anticipated on being completed in the spring.
- Laconia Community Center projects:
 - Fire Alarm system testing and repairs
 - Heating system repairs
 - New gym doors
- Meetings that I have attended the last two months include City Council, City Staff Meeting, Special Events Committee, DPW Construction Synchronization Meetings, and Downtown TIF Advisory Board.

XII. PRESENTATIONS

XIII. ADJOURNMENT:

Commissioner Roy motioned to adjourn at 8:45pm. Seconded by Commissioner Kirk. All were in favor.

Respectfully submitted,

Liza Kelleher
Secretary

Mitch Hamel
Commissioner Chair

This meeting facility is ADA accessible. Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact Cheryl Hebert, meeting ADA coordinator, at City Hall by calling (603) 527-1265 at least 72 hours in advance so that the City can make any necessary arrangements.

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