

**LACONIA PARKS AND RECREATION COMMISSION MEETING**  
**Tuesday, January 20, 2026**  
**Laconia Community Center**  
**6:00 P.M.**

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

**RECORDING SECRETARY:** Director of Recreation & Facilities Amy Lovisek

**ROLL CALL:** Commissioner Hamel called the roll with the following Commissioners in attendance: Deanna Guyer, and Rodney Roy. Absent – Arthur Kirk and Laura Ringer.

**PARKS AND RECREATION STAFF PRESENT:** Director of Recreation and Facilities Amy Lovisek, Asst. Director of Recreation and Facilities Abby Barton. Absent – Liza Kelleher

**ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

1. Regular meeting minutes of November 17, 2025

Commissioner Roy moved to adopt the minutes of November 17, 2025, meeting. Second, by Commissioner Guyer. All were in favor.

I. **FACILITY USE REQUEST FORM:**

- A. Lakes Region Sled Dog Club- Pump Station field- Friday to Sunday, February 13 through 15, 2026 from 8:30am to 4:00pm for the 97<sup>th</sup> World Championship Sled Dog Derby. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- B. Belknap Area Market Management- Weirs Community Parking Lot-Saturdays from May 23, 2026, through October 3, 2026, for Community Festival/Fair. The requestor asked to have a plan in place for parking for anyone renting the Weirs Community Center on the days he has rented the parking lot. Director Lovisek will email the president of the WCPA to work on that plan. Director Lovisek will also reach out to the organizers of the Dragon Boat Race as they used the parking lot this past September and BAMM was unable to use it. The requestor asked to be given priority for using the parking lot in the future. Commissioner Hamel suggested he work out the logistics with the other renter and perhaps we could all get together to work on collaborative usage. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- C. Newfound Regional High School- Robbie Mills Sports Complex (baseball field)- Thursday, May 28, 2026, from 7:00pm to 9:30pm for a sporting event. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- D. New Hampshire Newts Sandlot Club- Robbie Mills Sports Complex (baseball field)- Saturday and Sunday, July 11 and 12, 2026 from 12:00pm to 4:00pm, for a co-ed baseball game. Commissioner Roy motioned to accept the request with all the requirements and

changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.

- E. Nor'Easter Softball Club- Memorial Park Softball field- July 23 through 26, 2026, Thursday to Sunday from 7:00am to 8:00pm for a softball tournament. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- F. Nor'Easter Softball Club- Opechee Fields A, B, C & D- July 22, 2026, through 26, 2026, Wednesday to Sunday from 7:00am to 7:00pm for a softball tournament. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- G. Laconia Lacrosse Club- Laconia Community Center- Sundays, January 25 through March 15, 2026, from 5:00pm to 8:00pm for girls Lacrosse clinics. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- H. Laconia Lacrosse Club- Bobotas Field- Mondays through Fridays from 5:00pm to 8:00pm and Sundays, from 9:00am to 5:00pm, March 22, 2026, through June 12, 2026, for the girl's youth lacrosse practice and games. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- I. East Coast Watercross LLC- Opechee Point beach- June 4<sup>th</sup> to 7<sup>th</sup>, 2026 from 8:00am to 8:00pm for jet ski races. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.

II. **OLD BUSINESS:**

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

- A. Anna Blanc-Weirs Community Park Pavilion- Friday, August 7 and 8, 2026 Friday from 10:00am to 9:00pm and Saturday from 10:00am to 9:00pm for a family reunion.
- B. Ari Coleman- Leavitt Park Playground- Saturday, February 21, 2026, from 1:00pm to 5:30pm for a birthday party.

IV. **NEW BUSINESS:**

- A. Parks chapter in the city's master plan paid for through user fees.  
The chapter was discussed and the Commission would like to have input into the chapter. They will be pleased that it will be in the master plan and will need to be acted upon by the Council. Commissioner Roy motioned to use \$15,000 from the user fee account to pay for the chapter. Commissioner Guyer seconded the motion. All were in favor.

V. **ANNOUNCEMENTS:**

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

VII. **PUBLIC COMMENT:**

**VIII. COMMUNICATIONS:**

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

The Laconia Historical Society plans to use Rotary Park on July 4<sup>th</sup> for our nation's 250<sup>th</sup> anniversary ceremony. There will be a band, a reading of the Declaration of Independence in costume and a proclamation. No action was taken as Rotary Park does not require Commission approval and has been administratively approved. This was purely an informative session.

**X. PARK ASSOCIATION REPORTS:**

- A. Leavitt Park Association- January Minutes of the meeting.
- B. Weirs Community Park Association- No report
- C. Tardif Park Association- No report

**XI. DEPARTMENT REPORTS:**

- A. Director's Report submitted by Amy Lovisek

## DIRECTOR OF RECREATION & FACILITIES REPORT

January 20, 2026

Written on January 16, 2026

Welcome to winter! Our ice rinks have been pretty great this year so far other than the last few mild days. The sledding hill is not so great due to the lack of snow. As we didn't meet in December, we have a lot to go over.

I met with the Downtown TIF and Belknap Landscape to discuss the work that was done in the downtown area in their RFP. We have made a plan for moving forward and I hope it is well received by the Council. It will be a detailed plan to describe exactly what the landscape company will do and we can hold them accountable with that plan.

I did my annual cemetery tour with the Trustees of the Trust in November. All went well and they were pleased with the state of the cemeteries.

The fireworks have been booked for the 4<sup>th</sup> of July. Due to the high demand this year being the 250 anniversary we had to pay an extra amount for the fireworks. I will plan for the day now.

The department budget has been submitted. I meet with the city manager about the budget on January 28<sup>th</sup>. He is feeling how tight the budget will be this year and I know we will need to shrink the budget a bit. Don't be surprised if this happens.

I worked out the budget for Pumpkin Festival as well for this year. It's nice to have the time to do it! We may be in the red again this year, but I'm hopeful this will be the last year.

I did 10 interviews for the Assistant Director position. We had a bunch of rock stars in the mix. We did 3 second interviews and chose Abby Barton to take the position. She comes from LRCS and has a fantastic background in programming. She is already working on them. Welcome aboard Abby.

I did a presentation for Lakes Region Rotary Club. I gave them the basics of what we do, and they were all surprised by all we do in this department. Go team.

I had a meeting with the Planning department to determine our new mowing pattern for the Perley Pond area. A new wetland delineation has been done, and we will be mowing all the way to the water now.

I help the Meredith Town Administrator in the interview process for the new Meredith Parks & Rec. Director. It was an interesting process and nice to see how others do their interviews.

I met with Shawn from East Coast Watercross, Planning and city manager. We discussed what worked, what didn't and how to proceed. They do plan to come to the Commission this month to ask to use Opechee again this year.

We had the Inauguration at the beginning of January. Jon Hildrith was assigned to this Commission, and he is excited to be a part of it. Welcome Jon.

I met with Kirk and Dane to discuss facilities as a whole potentially leaving this department and going to DPW. Typically, DPW's have facilities under their umbrellas and manage them. We will see where this goes. Our team would definitely stay busy over the winter months with much to do.

I was asked to be a part of a panel at the Inter Lakes High School. The panel was to encourage the 10<sup>th</sup> graders to go into the Huot Tech school next year. We all talked about our jobs and let the kids think on them. It was a very interesting afternoon, and I hope they all want to get into that school. There is something for everyone.

Our maintenance team is working on painting my office as well as the conference room. It is a much-needed update and looks amazing. Thank you team.

B. Assistant Director's Report submitted by Abby Barton – No report

**C. Foreman's Report submitted by Dane Anderson**

Facilities Maintenance  
**MONTHLY REPORT**

11/14/25-1/15/26

COMPLETED		
Location	Project	Additional Notes
Bartlett	Homeless- Camp clean up and removal.	
Beaches	Lifeguard supplies gathered and moved to LCC storage.	
Belknap Mill	Events- Inauguration supplies set up and clean up.	
City Hall	Plumbing- New water dispenser installation requiring plumbing modifications	

City Hall	Furniture- Removal and disposal
City Hall	Doors- Clerks keypad lock replaced.
City Hall	Plumbing- Kitchen sink drain clog removed.
City Hall	Furniture removal and dump run.
City Hall	Furniture- Wall hangings installed.
City Hall	Furniture- File cabinet removal, wall hanging installation.
City Hall	HVAC- Air handler operation monitoring.
City Hall	HVAC- Lobby thermostats replacements and admin office unit actuator replacements. Ongoing.
City Hall	Ceiling- Ceiling tile replacements.
City Hall	Furniture- Chair assembly.
City Hall	Electrical- Outlet repairs.
City Hall	Fire Alarm system testing
Downtown	Grounds- Seasonal benches removed for snow removal ops.
ERP	Beach- ADA mat removal, Sandbag installation to prevent bathhouse flooding, Safety fencing installation.
Facilities	Routine winter facilities checks and monitoring.
Gale Library	Furniture- Rotunda tapestry lowering and raising.
Gale Library	Carpentry- Drywall patching and painting.
Gale Library	Furniture- Disposal of broken table.
Gale Library	Plumbing- Employee restroom faucet repair.
Gateway	Electrical- Vandalism- Outlet repairs.
Gateway	Events- Christmas light installation and removal.
LCC	Plumbing- Installation of new water dispenser in front office requiring plumbing line modifications.
LCC	Events- Christmas village set up and take down assistance.
LCC	Electrical- Emergency Lighting- Checks.
LCC	Electrical- Lighting- Vault light repair.
LCC	Snow Removal- Haul away snow piles after storms.
LCC	Carpentry- Drywall Repairs in kitchen.
LCC	Events- City Christmas party Prep and clean up.
LCC	Carpentry- Folding table repairs.
LCC	Special Project- Director's office- Drywall repairs, Restroom updates and repairs, outlet replacements, lighting repairs, painting, communication Ongoing.

	wire removal and repairs, wallpaper repairs.	
LCC	Electrical- Lighting- Main office bulb replacements	
LCC	Fire Alarm system testing	
Leavitt	HVAC- Furnace Servicing	
Leavitt	Roofing- Gutters cleaned out	
Leavitt	Electrical- Wiring for outlets and lighting and A/V conduit installed for new gazebo.	
LFD	Windows- Office window blinds installation.	
LPD	Plumbing- Locker room sink shut off valve repaired.	
Memorial	Parking Lot- Prep and laser grading for Ice Rink.	
Memorial	Ice Rink- Installation of Ice Rink and base ice made	
Memorial	Ice Rink- Routine maintenance and surfacing.	Opened for season on 12/8/25
Memorial	Plumbing- SB concession bldg.- Broken Service line response and investigation. Repair plans pending	Ongoing.
Opechee	Irrigation- Damaged valve box lid replacements.	
Opechee	Fencing/Drainage- Fencing repair and Smith track drain cover repair.	
Opechee	Grounds- Smith track gates closed for winter, signage posted.	
Opechee	Ice Rink- Ice thickness monitoring, surface and lighting maintenance.	
Parks and Facilities	Grounds- Fall Annuals removal.	
Parks and Facilities	Snow Removal- Winter Operations prep work.	
Parks and Facilities	Irrigation- Winterizations.	
Parks and Facilities	Grounds- Seasonal trash bins removed and stored.	
Parks and Facilities	Grounds- Routine litter and waste removal	
Parks and Facilities	Forestry- Brush/saplings removal and limbing up of low hanging limbs.	Ongoing.
Parks and Facilities	Signage- Inventory and replacement orders	Ongoing.
Parks and Facilities	2026 season prep, planning and ordering. 2025 notes and year follow up record keeping inputs.	Ongoing.
Parks and Facilities	Grounds- Downed limb removal from winter storms.	

Parks and Facilities	Carpentry- New picnic table site deliveries. Tables built by Huot Tech.	Ongoing.
Parks and Facilities	Trash- Outdoor Trash receptacle repairs and replacement receptacle assembly and placement	Ongoing.
Seasonal Building	Plumbing- Winterization of facilities and water bubblers.	
Seasonal Restrooms	Plumbing- Winterizations	
Shop	Equipment- winter equipment, maintenance and repairs.	Ongoing.
Sledding Hill	Electrical- Lighting- Bad breaker replacement.	
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	12/14/25 storm
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	12/2/25 storm
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	12/10/25 storm
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	12/24/25 Storm
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	12/26/25 Storm
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	12/29/25 Ice Storm
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	1/6/26 Storm
Snow Removal	Snow Removal Operations- Lots and walkways cleared and treated	1/7/26 Storm
Sports Courts	Closed for Winter- Tennis nets and poles removed, gates locked up, pickleball job box removed and stored.	
Sports Fields	Flags- Removed flags from sports fields for the winter.	
Sports Fields	End of sports season tear down ops.	
Stewart	Events- Christmas tree lighting parade/ceremony.	
Tardif	HVAC- Furnace Servicing	
Tardif	Roofing- Gutters cleaned out	
Tardif	HVAC- Furnace replacement options exploration	
Vets Square	Grounds- Fountain wrapped for winter.	
Wow Trail	Grounds- Gates closed for winter	

XII. **PRESENTATIONS**

XIII. **ADJOURNMENT:**

Commissioner Roy motioned to adjourn at 7:08pm. Commissioner Guyer seconded the motion. All were in favor.

Respectfully submitted,

Amy Lovisek  
Director of Recreation and Facilities

Mitch Hamel  
Chair Commissioner

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