

**Hartford Parks and Recreation Commission**  
**Thursday, June 9, 2016**  
**5:30PM**  
**Hartford Town Hall**

**Meeting minutes**

Attendance: Cassidy Neal, Brett Mayfield, Rob Stainton, Gene Soboleski  
Tad Nunez, Director and Dick Grassi, Selectboard liaison

1. Call to Order - Order of Agenda
2. Meeting Minutes for April 14, 2016 were approved.
3. Citizens Comments / Correspondences
  - Tad shared a certificate of appreciation received from the Department of Veteran Affairs for the Departments contributions to the VA's 50<sup>th</sup> Anniversary events.
4. Old Business
  - Park/Facility Services draft report
    - Commission review the initial draft (attached) It was concluded that the plan should be submitted to the Selectboard, once the new Town Manager has had the opportunity to review report.
    - There is a concern about how the Town will keep all park properties maintained if the current DOC Work Offender program were to be cancelled.
  - Maxfield turning lane up-date
    - Tad gave a brief report on the continued development of the turning lane. Town is working on to establish an easement with the Northern Nurseries. The easement would allow for water to run through the property of Northern Nurseries.
5. Reports
  - Director's report (no report given)
  - Liaisons Reports (Tabled until September 2016 meeting)
6. New Business
  - Youth and High School athletic use/scheduling at Town facilities
    - Discussed what levels of athletic play should use Maxfield versus other Town/School athletic venues. There was a concern from varsity lacrosse parents that their players were not able to use Maxfield. The School/Town athletic facilities agreement will be review in August 2016.
  - Maxfield wetland mitigation plan
    - Tad shared that the Maxfield Outdoor Sport Complex off-site wetland conservation plan was approved by the Vermont Division of Wetlands. The plan will now go before the Conservation Commission and for Selectboard approval.
7. Commission's Input (none)
8. Other (none)
  9. Adjourn at 6:35PM

Respectfully submitted by Tad Nunez

## Mowing and basic monthly maintenance

DOC – basic mowing (contracted cost \$5,500 per season – Estimated Town cost \$35,760+/-)

Lyman Pt

Veterans

Briggs/494

Frost

Kilowatt South

Kilowatt North

Center of Town Meeting House Common

Town (Estimated Town cost \$51,360+/-)

Clifford Park

Watson Park

Ratcliffe Park

WABA & Pool

Hurricane Refuge Park

Kilowatt Athletic Field

## Cost savings of areas that have reduced management

1. Frost Park – delete outdoor skating rink  
Savings: Town water charges, labor and additional electrical cost
2. Quechee Green Park – delete athletic field, path, benches, play structure & fitness stations  
Savings: mowing, labor, liability insurance reduction and general park maintenance
3. All Parks – No /Reduction of weekly mowing Cycle  
Create specific areas in park grounds that will not be mowed.  
Mow in park designated park areas only twice a week

## Redundant park features

### Baseball Fields

Dothan Brook School (1)

High School (1)

Ratcliffe (2)

Clifford (1)

Maxfield (5)

### Recommendations

### Athletic Fields

OQS (1)

Kilowatt South (1)

Dothan Brook (1)

Maxfield (4)

High School (1)

Middle School

### Teams

Varsity x 2

JV x 2

MS x 2

Fresh

- Organizing a steering committee between Parks and Recreation Commission and School District representatives to discuss redundant features and explore how the Town/School can merge park/athletic maintenance services
- Out sourcing more maintenance tasks to DOC
- Create volunteer work crews (trails, park clean-up, playground inspections)
- Remove Upper Ratcliff baseball field
- Consider opting out of managing Kilowatt North & South Parks
  - Lose an athletic field
  - Lose park use rental fees

• Increase fee base rentals