

Hartford Parks and Recreation Commission
Thursday, November 12, 2020
5:30 p.m., Hartford Town Hall
Meetings Minutes

Commission Members in Attendance: Brett Mayfield, David Crocco, Michael Vanasse, Allison Childs

Others in Attendance: Scott Hausler P&R Director, Joe Major Select Board Liaison

Commission Members not in Attendance: None

Meeting called to order: 5:31 pm by Michael Vanasse

The October meeting minutes were moved and approved.

Citizen Comments: CAPRA Accreditation letter received. People walking the dogs unleashed in leashed area of Kilowatt Park. Boy Scout Troup will call in at the December meeting.

Commission Member Comments: Talked about Coronavirus issues and Rec. Basketball. Santa Greet with take place at 494 Train in December. Different after school programs will take place including cartoon classes and comedian class.

Directors Reports for August 24 and September 7: Given by Scott Hausler,
See attached Reports:

Report items with further discussion:

- Step it Up with Hartford Parks & Recreation continues to be popular during fall season.
- Fall sports programs continued with Field Hockey, Flag Football and Youth Soccer.
Trunk or Treat event went well with over 200 cars attending.

Old Business:

- Community Center – Sub Committee: Had no update.
- Pool Project Update: the Hartford Select Board will take up the Pool at upcoming Select Board meeting.

New Business: none

Agenda Items for Next Rec. Commission Meeting:

- Community discussion on Community Center
- Pool Update.
- Budget overview

Motion made to adjourn and all excepted.

Adjourned at 6:12 pm.

Respectfully submitted: Brett Mayfield, Commission Secretary
Next meeting December 10th.

Signed By: _____ Dated: _____ draft

**Parks & Recreation Department
Significant Activity Report
August 24, 2020
Respectfully Submitted By: Scott Hausler, Director**

Program Highlights

- Camp Ventures finished the regular summer camp through week 8 and have added 4 additional weeks. We have completed week 9 and week 10. The program is operating completely out of the WABA Arena with a smaller program.
- The Department has spent the last couple weeks preparing for our agency accreditation. This will consist of a virtual visitation from the CAPRA Accreditation Team. We anticipate the visitation to be completed on Friday, August 28th.
- The Department continues to market several new and upcoming programs. Youth Soccer for Pre-School through 6th grade begins September 9th. Youth Field Hockey for grades 3 through 6 begins August 31st. Fall NFL Flag Football begin August 31st for grades K through 6. Youth Cheerleading begins September 1st for grades K through 5. The Middle School Cheerleading also begins September 1st for grades 6 through 8. August 12th the Gerry Grimo and the East Bay Jazz Band will play at Lyman Point Park.
- The Green Mountain Roots Band played August 19th at Lyman Point Park. The concert was well attended with all the pods utilized with a total attendance of over 125 spectators.
- The Pickleball program at Maxfield continues Tuesday and Thursday from 6pm to 7:30pm
- Toy Story 4 was our movie in the park Friday, August 14th. The movie was shown at Lyman Park Bandstand using the performance pod system.

Parks/Facilities

- The Hartford Tree Board met on August 18th. Part of their discussion is the replacement of the Hartford Tree Warden. Brad Goedkoop recently resigned as the Tree Warden. The Tree Board has requested involvement in the search.
- Park permit requests continue to be active for the Department. Over the past 2 weeks permits consisted of 29 permit reservations for a total of 167 hours of usage. We continue to have a lot of loitering at the Lyman Park Bandstand and the park. Trash continues to be left behind.
- The Department continues to review the three RFQ's that were submitted for the pool. We hope to conduct interviews the first week of September.
- All other routine operations continue – mowing, string trimming, ball field prep and maintenance, line painting etc.
- The Department continues to work with an Ice Rink Working Group to discuss guidelines for fall and winter operations of ice rink facilities. The Department has started working on various sceneries related to teams entering and exiting the facility. This will include limited to no use of the locker rooms and utilizing a holding area in the current concession room space.

- All ice requests have arrived from the various user groups and we are working on the ice schedule. We have not lost any group interest due to the COVID Pandemic and ice requests look to be the same as in the past. The schedule will change due to the required time needed between ice slots.
- Amtrak announced earlier in the month the return to service. They have tentatively given us a possible return to service for the Vermonter sometime in the month of November. We have closed the welcome center facility but will continue to staff the Amtrak Station once service returns.

**Parks & Recreation Department
Significant Activity Report
September 7, 2020
Respectfully Submitted By: Scott Hausler, Director**

Program Highlights

- Our Agency completed the virtual accreditation review which ended on Friday, August 28th. Members of the Commission for Accreditation of Park and Recreation Agencies (CAPRA) managed the re-accreditation using ZOOM and Microsoft TEAMS throughout the week. Members of the review team were from North Carolina, Colorado and Texas. We will go before the National Recreation & Park Association CAPRA Commission during the virtual NRPA Congress in October. A tremendous amount of work went into the re-accreditation process and much of the credit goes to our professional staff, Karen McNall, Jay McDonough and Dylan Kreis in preparing for our visitation.
- Camp Ventures finished the extended summer camp season finishing up week 11 and week 12 of our camp program. The summer camp season ended with many fun activities for the kids including Music Monday with lots of music, dancing, singing and games. Tuesday campers were able to wear their favorite team jersey. Wednesday campers came wearing whacky clothing and hair and watched a movie on our inflatable screen in the WABA Arena. Thursday the campers spent the day at the Vermont Institute of Natural Science. The final day of camp include a variety of field games. Credit goes to the amazing staff we had this summer. They provided a safe, healthy and well-organized program.
- The Hartford Parks & Recreation Fall and Winter Guide is published and available by using the following link <https://www.hartford-vt.org/DocumentCenter/View/4418/Fall-Winter-Program-Guide-2020-2021> Karen McNall continues to produce a great publication for the Department. The guide is sponsored in part by Members Advantage Credit Union. The guide includes a variety of programming. Included is the WABA Arena public skating schedule and several special events. All of which will be contingent upon COVID Guidelines. Despite the challenge, we are prepared exciting opportunities for the entire community.
- Our fall programs were marketed and will be starting. They include: Youth Soccer for Pre-School through 6th grade, Youth Field Hockey for grades 3 through 6, Fall NFL Flag Football for grades K through 6. Solid Speed and Agility has also started up its fall session.
- The Pickleball program at Maxfield continues Tuesday and Thursday from 6:00pm to 7:30pm. The last several weeks we have had 15 to 18 participants. Due to the popularity of the program we purchased additional net equipment for the 4 courts at Maxfield.

Parks/Facilities

- Several park permits were issued over the past couple weeks. The week of August 23rd and 30th included the Connecticut River Ironmen Games at Maxfield, Northern Stage at Lyman Point, Belly Dance with Gina at Kilowatt, Open Door Integrative Wellness Contemporary Dance and

Sports Training at Lyman Point. Open Door also held Improvisation and Choreography along with Kids Karate during the past two weeks. Sessions will continue for them during the fall. Additional permits included the 5th Annual Hartford Overdose Awareness Candlelight Vigil at Lyman Point, Hartford Conservation Commission outdoor meeting at Lyman Point and a few local Veterans held a Guitar Jam in the bandstand at Lyman Point. Paul Mahoney Tai Chi held sessions in Lyman Point Bandstand. Paul's permit continues Friday's.

- Fall 15U-10U/12U Baseball continues to utilize the Maxfield Sports Complex. The baseball fields will continue to be used quite extensively during the next several weeks with the baseball program along with all the Parks & Recreation Department Soccer Program and Hartford High School use of the facility for soccer.
- A few members of the Parks & Recreation Commission met to discuss the idea of a community center project for the Town. The group asked for the next Parks & Recreation Commission Meeting to include the discussion on the agenda. The next regular meeting of the Commission will be September 10th at 5:30pm at the Hartford Town Hall.
- Members of the Pool RFQ Review Committee will interview one of the firms on Thursday, September 10th at 2:00pm. The interview will be with the team that the firm has put together for the pool project. Depending on the outcome of the interview, the Department will present a recommendation to the Selectboard for review, approval and announce the firm that was chosen.
- All other routine operations continue within the parks system. Mowing, string trimming and grooming of infields continues to keep staff busy. Additionally, we are lining fields weekly for all the fall sports.
- The Department started working on the ice arena schedule for the upcoming season. A new COVID Plan was developed for the facility and will be distributed to all the groups. The plan includes extra time between user groups to eliminate contact exposure between groups arriving and departing the facility. Additionally, this time will allow staff to thoroughly clean touch points and bathrooms for new groups entering the facility. The plan will not allow for use of the locker rooms and transforms the concession stand into a holding area before groups enter the ice.
- The Department will have an additional concert at Lyman Point Park on September 9th. Third Avenue will perform at 5:30pm.
- On September 11th the Department will have a movie in the park showing Goonies. The movie showing is in collaboration with the Hartford Community Coalition.



Commission for Accreditation of Park and Recreation Agencies

November 10, 2020

Mr. Scott Hausler, CPRP
Director
Hartford Parks & Rec Dept
171 Bridge St
White River Junction, VT 05001-7034

Dear Mr. Hausler,

This is to report that the Commission for Accreditation of Park and Recreation Agencies (CAPRA), at its virtual meeting on October 26, 2020, approved reaccreditation for **Hartford Parks & Rec Dept** through the fall of **2025**. Congratulations for this achievement!

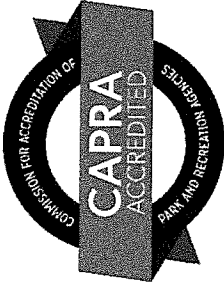
Your agency's accreditation by CAPRA is valid until its next review in the fall of **2025**. Your agency should plan for its next accreditation visit in spring/summer 2025. To maintain accreditation, your agency must comply with the Commission's requirements for timely submission of annual reports and fees.

The Commission is pleased to include **Hartford Parks & Rec Dept** on the list of accredited agencies. In recognition of your agency's accomplishment, you will be receiving your CAPRA crystal award in the coming weeks. This is an honor you and your staff should be proud of. Please contact me at jschleining@nrpa.org or 703-858-2155 with any questions. Congratulations!

Sincerely,

A handwritten signature in black ink that reads "Jennifer G. Schleining". The signature is written in a cursive, flowing style.

Jennifer G. Schleining
CAPRA Accreditation Manager



Commission for Accreditation of Park and Recreation Agencies

Let it be known that the

Hartford Parks & Recreation ~ Hartford, VT

has fully demonstrated its commitment to the park and recreation field by complying with a body of standards deemed essential to the quality of services delivered and the professionalism of its operational system, and having accomplished best management practices is hereby, upon recommendation by the members of the Commission for Accreditation of Park and Recreation Agencies, conferred

Agency Accreditation

effective on this 26th of October, 2020
and recognized as an accredited park and recreation agency
for a period of five years.