

RECREATION COMMISSION MEETING MINUTES

Meeting Date: 11/15/21

Approval: revised

Recorded By: Ashley Martin

Submitted By: Janice Coffill

1 **COMMITTEE MEMBERS IN ATTENDANCE – JANICE COFFILL, ASHLEY MARTIN, MATT FRYE, SCOTT**
2 **BLEWITT**

3 **MEMBERS OF PUBLIC: DAVE RUTH, KEN SEYMOUR**

4

5 Meeting Schedule Start: 6:30 pm

6 Meeting Actual Start: 6:30

7 Meeting Scribe: Janice Coffill

8

9 **Recreation soccer league review:** Ken Seymour, soccer review. The season was
10 successful and went well. No major issues. The league (including other participating towns)
11 has voted to remove Concord Christian Academy from league due to inappropriate and
12 aggressive behavior by teams/coaches/parents. Recreation games should be inclusive for
13 all children with equal play time. Ken Seymour has submitted his resignation as league
14 coordinator.

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16

17 **Trunk or Treat recap:** Trunk or Treat event went well. Over 200 registrants on RecDesk.
18 We did not have as many trunks as in years past. Set up time was too early. We should
19 either adjust the set-up time or offer activities prior to "Treating" beginning. There was
20 plenty of candy donated but we should find a way to encourage more people to do trunks. If
21 we decide to do Spooky walk next year, questopm of putting on Guptil trails head instead of
22 lower wooded area to prevent traffic snarls. Ask Coe Brown to get involved to run the
23 Spooky Walk part of the event, could be a senior project.

24 We discussed posting No political or religious handouts at the event. Scott Blewitt was
25 concerned about this, and Matt Frye will check to see if this is potentially a problem as it is a
26 public event.

27

28 **Basketball and Ski Program:** Basketball started last week for ¾ grades. 1st and 2nd grade
29 will start in January. In some age groups, there are not enough players signed up to make
30 up a team. Scott Blewitt indicated he has already reached out to neighboring towns to see if
31 he can have children join an existing team for that age group. Commission members noted
32 the confusion surrounding the program and questions regarding practice vs. game time.
33 Scott indicated the program is evolving as they go, due to space and time constraints. He
34 will repost the program with clearer information with the hope of increasing sign ups.

35

36 **Ski Program:** Question of miscommunication with rec director and the Gunstock program.
37 Gunstock did not seem interested in having Northwood participate, due to low numbers the
38 past two years. Janice Coffill asked about the messages received on facebook page and

39 asked if Scott directed people inquiring to other programs in neighboring towns. Scott
40 Blewitt will review past messages.
41

42 **Christmas Event:** Scott asked about previous events for Holidays, discussed what previous
43 events entailed. Scott will provide a letters for Santa mailbox, and requested help in replying
44 to them. Janice Coffill suggested reaching out Seniors in town to see if they would be
45 interested in participating in this. Ashley Martin will reach out to Northwood Congregational
46 Church to see if there is interest in helping with the Santa replies. The rec department will
47 provide supplies and stamps. We will plan to hold the Santa Parade and tree lighting on
48 December 5. Janice Coffill will get in touch with Mark Farrell (Santa), Scott Blewitt will get in
49 touch with Fire Department and Police Department to arrange their participation. Matt Frye
50 and Ashley Martin will work on tree lights and assess if we need new lights, which Scott
51 Blewitt will purchase. Scott Blewitt heard from Coe Brown Chorus teacher regarding having
52 Coe Brown Students at tree lighting and it was suggested that he also ask Coe Brown band
53 students to participate in playing Christmas music at the event. Ashley Martin will bring EZ
54 Up and hot cocoa. Scott Blewitt will bring sound system, if needed. Scott Blewitt will
55 purchase items for children participating in the tree lighting, and candy canes (plan to use
56 program budget). Will plan to keep the event outside.
57

58 **Senior Trip:** Scott Blewitt inquired about offering senior trips in coming year. Some
59 suggested were The Boston Flower Show, Casino trips, Strawberry Banke, Canterbury
60 Shaker Village, a trip to a local restaurant, etc.
61

62 **Field Usage:** Black Bear Lacrosse contacted Rec Dept regarding fields for lacrosse season
63 in the spring. They want an ok to obtain and keep a storage pod at the Athletic Fields for
64 Black Bear Lacrosse. He will get more information regarding their requests. The request for
65 a pod will probably be denied, as the goal is to eventually have a storage garage at the
66 fields and remove the pods. It was suggested that Bow Lake fields may be an option for
67 them, but we would need to revisit cost of mowing and other concerns. The Johnsons would
68 also need to authorize.

69 The Recreation commission members said priority should be given recreational programs
70 for Northwood residents, like spring soccer and baseball. The facility use policy should be
71 updated for the athletic fields. There is concern about overuse and damage to the fields,
72 with multiple teams using regularly.
73

74
75 **Budget Update:** Scott submitted the Recreation Budget to the Selectmen and sent copies
76 to Recreation Commission members. There was question of paying the league coordinator
77 out of the revolving fund. The commission recommended against the change.
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79 **Center School Rehab:** Scott Blewitt would like to move forward with some minor repairs to
80 Center School and asked for recommendations for local contractors. The building inspector
81 had required certain updates, prior to using the facility. Scott Blewitt suggested that a
82 warrant article be written to make the necessary repairs to the building. The Recreation
83 Commission advised that it would be best to get some smaller repairs done to the building
84 and start programming, before pushing for a warrant article. Ashley Martin received some
85 information regarding a possible matching grant for repairs but that must be done by a
86 nonprofit. The information will be presented and reviewed by the Board for the Friends of
87 Northwood Recreation.
88

89 **Field/Playground Update:** Matt Frye indicated there may be a warrant article for repair and
90 upgrades to the upper field area at the Route 4 Athletic Fields, which would improve the
91 area for baseball/softball use, as well as extra fields for soccer, etc. Scott Blewitt also asked
92 about a warrant article for a storage facility at the Athletic fields but Recreation commission
93 members feel this is not feasible at this time.

94 There are still concerns regarding the fire truck at the playground, and screws needed for
95 the playground structure handles. Matt Frye has contacted the rep, without any progress.
96 Janice Coffill will plan to contact the playground company.

97 We asked that the pallet of concrete be removed from the area outside the playground. All
98 picnic tables at the Athletic fields should be moved under the pavilion, for the winter. Clean
99 out of the storage pods in continuing.

100 Janice Coffill asked about plowing for the Athletic Fields road for the winter months, thus
101 allowing access to the playground and fields area for winter activities.

102
103 **Grant Match:** Matt Frye is continuing to work on the Grant Match. Hours submitted are less
104 than we thought so we will need to review and revise what was submitted. Friends of
105 Northwood Recreation noted that additional playground equipment would be ordered for
106 spring 2022 installation. The cost of that new equipment will added to the Grant match
107 funds. If the town passes a warrant article to finish the fields, this could also count towards
108 the grant match. Have until 2024 to close out the grant.

109
110 Shed re-shingling was done at the Northwood beach to repair the hole

111
112 Meeting adjourned 8:28 pm

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114 **Action Items:**

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116 **Scott Blewitt:**

117 purchasing lights, candy canes, and wands for the Christmas event

118 Contacting the police and fire department and Coe Brown band/ chorus for the event

119 No Dumping signs for the Athletic Field complex

120 Look into senior trips for the new year

121 Find someone to help with necessary repairs to start to use the center school

122 Discuss field use with other organizations

123
124 **Rec Commission Members:**

125 Janice Coffill will contact Santa for the parade, and provide the commission with the
126 expected parade route

127 Janice Coffill will contact the playground company about firetruck concerns and handles

128 Matt Frye will look into municipality laws regarding prohibited items at public events

129 Matt Frye and Ashley Martin will examine tree to determine additional lighting needs

130 Ashley Martin will do hot chocolate for Christmas event, and contact congregational church
131 community outreach coordinator

132 Commission members will help with decorations for Christmas event

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