Commission Members In Attendance:
Nikki Boyle, Tom McCleary, Mike Vanasse, David M. Crocco Jr., Brett Mayfield,

Commission Members Absent
Allison Childs

Others In Attendance
Mary Erdei, Select Board liaison, Scott Hauser, Director

Approval of Minutes
A motion was made by Brett Mayfield Seconded by: Nikki Boyle

In Favor unanimous Opposed none
The motion was Approved or Disapproved? approved

Citizen Comments
None

Commission Member Comments
None

Directors Report
Scott reported that Spring and Summer guide is out. The Wendell Barwood Arena is shut down for the season. Ground crews working hard preparing all sports fields in town parks for Spring and Summer sports seasons.

Scott mentioned a mix-up on lining of lacrosse sports fields at Kilowatt and Maxfield. The contractor uses a remote-controlled robot, and the contractor might have been given incorrect dimensions for lining of fields. The problem should be resolved with new lining.

The after-school programs continue. Spring break programs went well.

The kayak trailers have been put out at Kilowatt north. Kayaks will be used on the Connecticut river above the Wilder dam. Kayaks will be deployed on the river using EZ-dock, docking system at Kilowatt south and north.
Tree and bush pruning continues along town thorough fares. Bushes and trees 25' from center line of roads and streets are towns responsibility.

Scott reported that there are currently 32 applicants for the full-time Administrative Assistant job. He thinks this list can be quickly whittled down to 6 or 8 applicants. It is expected that Karen will remain in her job after the new employee is hired.


**Old Business**

Committee reviewed 2023 Department Goals and Objectives Town Master Plan Goals Strategies & Actions. Special attention given to Goal #9. Scott says there are discussions between Rec. Department and Hartford School District for how to better disburse Brian Hanson Scholarship funds. The goal is to ensure children in need are able to access summer programs regardless of family financial status. It was suggested that parents may not be aware of scholarship money. The discussion centers on a plan for how to best spread the word to parents on the availability of scholarship money for summer recreation programs and to get parents to apply for the scholarships.

A motion was made by Brett Mayfield and seconded by Nikki Boyle to accept the 2023 Department Goals and Objectives Town Master Plan Goals Strategies & Actions. And the vote to accept was unanimous.

A motion was made by Brett Mayfield and seconded by Nikki Boyle to accept the Risk Management Manual. And the vote to accept was unanimous.

**New Business**

Brett Mayfield brought up the subject of a recent occurrence of syringes being discovered in town parks. He stated that 8 syringes were recently discovered in Watson Park. Some of the syringes were found in a jar. A discussion followed about whether syringe disposal containers should/could be placed in town parks. There was some concern expressed about disposal containers being accessed by kids to take out disposed syringes for re-use. Also, could this encourage IV drug use in parks.

Currently, there are no local agencies giving out syringes. Doctors do give out syringes to patients in medical need.

The Upper Valley Haven has a needle collection container and there is one at the police station. Other towns in the state have syringe collection points.

Brett Mayfield has brought the issue up to the Community Action Committee.

Brett suggested this subject should be an agenda item for the next meeting under new business.

There was a discussion on Community Center survey questions and identifying contributors to the planning and building of a Community Center. Dave Crocco read the 9 possible survey questions he came up with. Brett Mayfield stated that he developed 5 similar questions. Dave stated that survey questions could be provided on Google Docs for others to peruse. Also, it was stated among committee members that comments directly to Dave could be made. However, per state requirements no discussion among members is allowed and no action can be taken.

It was suggested that contributors to the Community Center should be willingly to give financial support, have influence in town and/or be passionate about the town’s recreational activities.
Next Meeting

Thursday May 11, 2023, 5 pm, Town of Hartford Municipal Building, 2nd floor.

Adjourn

Motion was made to adjourn the meeting by:
Nikki Boyle
Seconded by:
Brett Mayfield
All in Favor: Unanimous:
Opposed:
6:16 pm meeting adjourned
Respectfully submitted by: [Signature], Thomas McCleary

Date: 4/21/2023

Hartford Parks & Recreation Commission Members
Chair: David M. Crocco Jr. (7/25/2024)
Clerk: Tom McCleary (03/08/2024)
Member: Allison Childs (04/04/2025)
Member: Nikki Boyle (04/04/2025)
Member: Michael Vanesse (05/02/2025)
Member: Brett Mayfield (05/16/2025)
Vacant: (1 position)
Program and Park Highlights

• Our Spring and Summer Program Guide is complete and currently at the printers. The brochure is available electronically at www.hartfordrec.com Much appreciation to the Parks & Recreation Staff for putting together a superb looking program guide showcasing all the exciting offerings this season.

• Over the past two weeks the department has processed 849 registrations and have brought in $71,794.00 in revenue. A vast majority of the registration is for our after-school offerings and summer camps. Since January 1st we have processed 1241 registrations and received $104,477.50 in revenue.

• The WABA Arena season is winding down. The weekend of March 17-19 we will be hosting 26 games for the Pot of Gold Hockey Tournament. The tournament is organized by the Woodstock Youth Hockey Association. Tournament sites include WABA, Union Arena and Campion Rink. Next week, WABA has 3 additional days of operation followed by Ice-Out Procedures.

• Appreciation goes out to the WABA Staff for a successful season. A 7 day per-week operation of nights and weekends can take its toll on staff. A big thank you goes out to: Corey Kenison, Korrigan Allen, Justin Bettis, David Fitzgerald, Matt Beloin, Josh Baker and Shane Barnes. Additionally, Karen McNall and Elissa Smith develop and maintain the ground skate schedule and billing which is a task that continues throughout the year. The Department wishes to thank them all for their hard work and effort this season.

• After School Programs such as our Lego Club, Improv Comedy, Chess Club, Dothan Brook UVAC Swim Lessons and Comics Class continues.

• Youth Karate, Adult Basketball, Adult Ultimate Frisbee continue as well

• February Break Vacation Ventures was a success with 32 enrolled participants.

• Our new Kayak Trailer arrived, and staff are taking time throughout ice operations putting it together. We are excited about adding kayaks to our offerings this summer.

• We are working with Sourcewell and a local implement dealer on the purchase of our skid steer unit.

• The Department continues to work on our Agency Accreditation Annual Report which is due to the CPRA Review Team next month.

• We have started advertising for seasonal positions with Camp Ventures, Sherman Manning Aquatic Facility and Park Maintenance.
Program and Park Highlights

- Between April 1st and April 26th, we have taken in 202 registrations and collected over $16,000 in revenue. Facility usage and permits for this period of time includes 125 reservations for a total of 557 hours of usage.
- The Department has started its review of 32 total applications for the Administrative Assistant Position with the Parks & Recreation Department. We look to narrow this down to 10 or less applicants for interviews.
- Several After School Programs continue with good participation numbers. Improve Comedy 13, Dungeons and Dragons 13, Lego Club with 16 and our Adventure Club has 8 signed up for our first outing. April Ventures Camp was a great success over the April Vacation with 36 youth participating. Recreation Specialist, Tatum Barnes continues to do a fantastic job with our camps and after school programs. We are grateful to have Tatum on our team and very impressed with his hard work and dedication to Parks & Recreation.
- Youth Baseball/Softball, including our Quickball Program is in full swing with 158 youth participating this spring.
- Little Sticks Lacrosse and Spring Youth Soccer started with 32 participants in each program for a total of 64 participants.
- Jay McDonough and Tatum Barnes will be attending a certified Archery Training on Saturday, April 29th. The certification through USA Archery will provide instruction certification so they are both able to teach archery programs for Parks & Recreation.
- Pool hours for the upcoming outdoor pool season will be posted soon. We plan to start selling memberships in the first week of May.
- Seasonal staff hiring is ongoing. We have filled a majority of the positions at Camp Ventures and the Sherman Manning Aquatic Facility but are still looking to fill a few more positions. Additionally, we are seeking to fill a few positions in the parks.
- The Department is working with the Hartford Tree Board on their upcoming Tree and Shrub Sale May 6th. This will also be the Town of Hartford’s Celebration of Arbor Day. In addition, the park staff assisted with invasive cleanup of knot weed along with boarder of Lyman Point Park. This is part of a project to combat the invasives and plant new cottonwood trees.
- At the last Parks & Recreation Commission Meeting, members of the committee began discussing questions for an upcoming survey for a community center. They were also asked to identify individuals in the community that might be interested in the project and to bring those names to our next monthly meeting.
- We have ordered 3 new AED’s to be incorporated into our off-site programming.
TOWN OF HARTFORD, VERMONT
PARKS ORDINANCE

ARTICLE I  PURPOSE

ARTICLE II  DEFINITIONS

ARTICLE III  AUTHORITY AND ADMINISTRATION

ARTICLE IV  NO PERSON IN A PARK SHALL

ARTICLE V  BEHAVIOR – NO PERSON IN A PARK SHALL

ARTICLE VI  MERCHANDISING – ADVERTISING – SIGNS

ARTICLE VII  BICYCLE, SNOW VEHICLES AND MOTORBIKES

ARTICLE VIII  VIOLATION and PENALTIES

ARTICLE IX  EFFECTIVE DATE

ARTICLE X  NO PREEMPTION OF PRIVATE REMEDY

ARTICLE I  PURPOSE

The purpose of this article shall be to preserve the public peace and maintain order on lands owned and managed by the Town of Hartford, Vermont, and to contribute to the safety and enjoyment of the users of such parklands by regulating the use of the property.

ARTICLE II  DEFINITIONS

1. “Town” the governing entity consisting of the following villages: Quechee, Wilder, West Hartford, Hartford and White River Junction.

2. “Park” any area in the Town under the direct jurisdiction of the Town Parks and Recreation Department and Conservation Commission. Parks and Conservation Lands include: Quechee Green Park, Watson Memorial Park, Erwin Clifford Park, George Rantcliff Park, Hurricane Wildlife Refuge Park, Frost Park, Killowant North and South Parks, Veterans Park, Quechee Green Park, Quechee Falls Park, Macfield Sports Complex, Meeting House Common, Lynsay Point Park, Fred Briggs Park (Engine 494), Hurricane Town Forest, Maanawaka Conservation Area, David Chang Conservation Area and all open public properties managed by the Parks and Recreation Department and Conservation Commission.

3. “Person” any individual, group, association, corporation, company or organization of any kind.

4. “Vehicle” any conveyance, whether motor-powered, animal-drawn or self-propelled. The term shall include any trailer in tow of any size, kind or description.

5. “Tobacco Products” include cigarettes, little cigars, roll-your-own tobacco, snuff cigars, new smokable tobacco, and other tobacco products as defined in 32 V.S.A. § 7702.

ARTICLE III  AUTHORITY AND ADMINISTRATION

The Department of Parks and Recreation is charged with the administration of this article and the posting of signs designating parkland within the town. The rules and regulations set forth herein shall apply to and be in effect in all parks under the control, supervision and jurisdiction of the department. Under authority granted in 24 V.S.A. §§ 2291 (4), 2291 (7), 2291 (14), 2291 (17), and 2291 (18), the Selectboard of the Town of Hartford, Vermont hereby adopts the following civil ordinance regulating the Parks.

ARTICLE IV  NO PERSON IN A PARK SHALL

1. Buildings and grounds
   a. Willfully mark, deface, disfigure, injure, tamper with, displace or remove, any building, bridges, tables, benches, grills, railings, paving/paving material, water lines, or other public utilities or parts or appurtenances thereof, signs, notices, or place cards (whether temporary or permanent), monuments, play equipment, facilities or park property or appurtenances whatsoever, either real or personal.
   b. Dig or remove any soil, rock, stones, down timber or other wood or materials, or make any excavation by tool, equipment, blasting, or other means or agency.
   c. Erect Structures: Construct or erect any building or structure of whatever kind, whether permanent or temporary in character, or run, or string public service utility into, upon or across such lands. Exception is here made as to any person acting by and under the authorization by permit of the Town.

2. Trees, Shrubbery, Lawns
   a. Damage, cut, carve, transplant, or remove any tree, flower or plant or injure the bark, of any tree or plant. Nor shall any person attach any rope, wire or other mechanical device to a tree or plant. A person shall not dig in or otherwise disturb turf areas.
3. Hunt and Trap
   a. Hunt or trap on Park Properties, with the exception of what may be permitted by the regulations as outlined in the Hurricane Town Forest Recreation Management Plan.

4. Sanitation
   a. Pollute the natural waters located in and next to the Parks.
   b. Bring in or shall dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, in or contiguous to any park, or left anywhere on the grounds thereof, but shall be placed in the proper receptacles where these are provided, where receptacles are not provided, all such rubbish or waste shall be carried away from the Park by the person responsible for its presence, and properly disposed of elsewhere.
   c. Keep a dog or dogs off leash. Owner or person having custody of any dog shall keep the dog on a leash at all times, unless in an off-leash designated area on the park grounds. A dog may not deliberate on any park properties, unless said defecation is removed immediately and properly disposed of in a designated dog waste container. No dogs are allowed on athletic fields. Cross reference Dog Ordinance Chapter Sections: 27-4, 27-5, 27-8, 27-9 & 27-10

5. Traffic
   a. Fail to comply with State laws, Town ordinances and with the exception of what may be permitted by the regulations as outlined in the Hurricane Town Forest Recreation Management Plan in regards to recreational equipment and operation of vehicle of any kind.
   b. Operate any vehicle or recreational equipment on any area except the designated road/driveway areas and or trails.
   c. Park a vehicle in other than established or designated parking areas

6. Recreational Activities
   a. Frequent any waters or places of park grounds before or after park posted hours. Parks are open from dawn to dusk, unless said activity is approved by the Town to be conducted after park posted hours.
   b. Discharge or have use of firearms of any description, or air rifles, spring-guns, paintball guns/ricochets, bow and arrows, slings, knives, slingshots, doggos, or any other types of dangerous weapons, with the exception what may be permitted by the rules and regulations as outlined in the Hurricane Town Forest Recreation Management Plan.
   c. Picnic Areas and Use
      1) Picnic or have large food serving stations in a place other than those designated for that purpose.
      2) Large groups are required to submit a Park Use Permit. A large group consists of ten or more people.
      3) Light and create open fires, and/or fire pits with the exception of what may be permitted by the rules and regulations as outlined in the Hurricane Town Forest Recreation Management Plan.
      4) Leave a picnic area before the fire is completely extinguished and before all trash, garbage and all other refuse is placed in the disposal receptacles. If no such trash receptacles are available, all refuse is to be taken out of park and properly disposed of elsewhere.
   d. No person shall set up tents, shacks, or any other temporary shelter for the purpose of overnight camping, nor shall any person leave in a park after closing hours any movable structure or special vehicle to be used for, or that could be for, such purpose of overnight camping, with the exception of what may be permitted by the rules and regulations as outlined in the Hurricane Town Forest Recreation Management Plan or without permission from the Hartford Parks and Recreation Department.
   e. Take part in organized athletic games without written permission of the Department of Parks and Recreation.
   f. Ride a horse or any other animal in the parks, with the exception of what may be permitted by the regulations as outlined in the Hurricane Town Forest Recreation Management Plan.

ARTICLE V BEHAVIOR – NO PERSON IN A PARK SHALL:

1. Bring or possess alcohol beverages, tobacco products, or any illegal drug, nor shall any person drink alcohol beverages, or use any tobacco products, tobacco substitute products as defined in 7 V.S.A. § 1001(8), cannabis as defined in 7 V.S.A. § 831(21), cannabis products as defined in 7 V.S.A. § 831(21), or illegal drug at any time in the park, except...
when allowed by the rules or regulations of the ordinance relating to the use of alcohol beverages. *Cross reference Open Container Ordinance*

2. Engage in loud, boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior tending to breach the public peace. *Cross reference Noise Ordinance.*

**ARTICLE VI  MERCHANDISING—ADVERTISING—SIGNS**

1. Expose or offer for sale the article of thing, nor shall he/she station or place any stand, cart, or vehicle for the transportation, sale or display of any such article or thing. Exception is here made as to any person acting by and under the authorization by permit of the Town.
2. Announce, advertise, or call the public attention in any way to any article or service or service for sale or hire—without written permission from the Town.
3. Paste, glue, tack or otherwise post any sign, placard, advertisement, or inscription, nor shall any person erect or cause to be erected any sign on park properties. Exception is here made as to any person acting by and under the authority by permit of the Town.

**ARTICLE VII  BICYCLE, SNOW VEHICLES AND MOTORBIKES**

1. No person shall ride a bicycle upon the lawns, walks, or foot trails in the parks unless otherwise posted.
2. No motorized snow vehicles shall be permitted in the area of a park except where permitted by the Town.
3. No motorized vehicle shall be permitted in any area of the parks, with the exception of those permitted by the rules and regulations of each park.

**ARTICLE VIII  VIOLATION AND PENALTIES**

A violation of this ordinance shall be subject to civil enforcement in accordance with the provisions of 24 VSA Section 1974a and 1977 et seq. A civil penalty of not more than $500.00 may be imposed for a violation of this civil ordinance and the waiver fee shall be set at $50.00 for the first offense, $100.00 for the second offense within a six month period, and $200.00 for all subsequent offenses within a six month period. Each day violation shall constitute a separate violation of this ordinance.

**ARTICLE IX  EFFECTIVE DATE**

Effective Date: This ordinance shall take effective sixty days after the adoption by the Select Board for the Town of Hartford, Vermont.

**ARTICLE X  NO PREEMPTION OF PRIVATE REMEDY**

Nothing in this ordinance shall be construed to limit or modify any remedy which may be available to any private person under existing common law or statute for abatement of nuisance, nor shall any enforcement process begun or completed by the Town of Hartford against any person be deemed or construed to exempt such person from imposition of liability resulting from pursuit of civil remedy by any other person.

Adopted this ___ day of ______ at Hartford, County of Windsor, State of Vermont all in accordance with Title 24 VSA (14) and 24 VSA Chapter 59 (Civil Enforcement).

\* Michael Hoot, Chair  
\* Daniel Fraser, Vice Chair  
\* Kim Smith, Clerk  
\* Lani J. Collins, Selectboard Member  
\* Mary A. Usher, Selectboard Member

\* Deleted: Chuck Watson  
\* Deleted: Susan Dennis  
\* Deleted: BOARD OF SELECTMEN  
\* Deleted: Anthony Panchak, Clerk  
\* Deleted: Sabino "Tom" Romano, Selectboard Member  
\* Deleted: Kenneth Parker, Selectboard Member

\* 103501