

**Hartford Parks and Recreation Commission**  
**Thursday, July 11, 2019**  
**5:30 p.m.**  
**Hartford Town Hall**  
**Meeting Minutes**

**Commission Members in Attendance:** Brett Mayfield (via phone), Michael Vanasse, Kevin Stuart, Richard Grassi, David Crocco, Jr., Alison Childs and Scott Hausler (Director).

**Commission Members not in Attendance:** Michael Denmeade

Meeting called to order at 5:31pm by Kevin Stuart.

The June 2019 meeting minutes were moved and approved.

There were citizen comments with feedback about the Camp Ventures incident. Most comments were appreciative of the prompt communication and action from the department.

Director's Report (highlights) – Scott highlighted sections of the written report and provided more detail on Maxfield drainage finding.

There was no old business

New business – With the departure of Abigail Barman, the committee will hold elections for new positions of the Commission at our next meeting.

David motions to adjourn and Michael seconds. All were in favor and the meeting adjourns at 6:05 p.m.

Respectfully submitted, Michael Vanasse

Signed By: \_\_\_\_\_

Dated: \_\_\_\_\_

## Parks & Recreation Department

### Significant Activity Report

July 1, 2019

Respectfully Submitted By: Scott Hausler, Director

#### Program Highlights

- Movie in the Park on Friday, June 21<sup>st</sup> was well attended. Sponsored by Members Advantage Credit Union. Started raining halfway through the movie.
- Activities hosted at Maxfield June 21, 22 and 23. Cal Ripken Baseball Tournament, Twin State High School Baseball Classic and Nighthawks.
- Lego Camp **LEGO Robotics 2.0** is a program where participants will learn to program free roaming LEGO robots and make science come to life! Participants will use updated software to build and use an iPad to program Milo the science rover and other fun untethered robots. In the morning, participants explore guided robotics projects to create a shake table to test house designs to withstand an earthquake or create a bot to sort and recycle items. In the afternoon, participants continued the flight plan and spent time launching water rockets and made galactic slime. The program included a half day and full day option with 20 participants.
- Shrimptunes performed on June 19<sup>th</sup> at the Quechee Green as part of the Summer Concert Series. Cater Glass will be at Lyman Point Park on June 26<sup>th</sup>. David Keller will be at Quechee Green on July 3<sup>rd</sup>. Dave Clark & JunkeJoynt will be at Lyman Point on July 10<sup>th</sup>. Chad Hollister is at the Quechee Green on July 17<sup>th</sup>. Never Too Late performs at Lyman Point Park on July 24<sup>th</sup>. Grovesum will perform at the Quechee Green on July 31<sup>st</sup>. The Party Crashers will be on August 7<sup>th</sup> at Lyman Point and we will finish up the season with Gerry Grimo & The East Bay Jazz Ensemble on August 14<sup>th</sup> at the Quechee Green.
- Week one of Camp Ventures was a success and week two brought on some challenges for us at the end of the session on Friday. We are currently working through several personnel issues now and will have most of the parks and recreation staff at the camp for week 3. We hope to have the staffing resolved prior to week 4 of camp.
- Hit The Trails Fun Run/Walk is Wednesday from 6pm to 7:30pm on the Hartford High School Cross Country Trails. Family friendly activity. This is a free program. Registration is encouraged. Participants are to meet at the Hartford High School Fitness Center.
- Jr. Tennis Camp Session B runs June 24<sup>th</sup> through June 28<sup>th</sup> at Hartford High School. Adult Tennis Session 1 continues at Hartford High School.
- Youth Karate Summer Session 1 continues through July 17<sup>th</sup>. The program runs Monday and Wednesdays from 5pm to 6pm.

- Our seasonal staff have been busy the past couple weeks with training for the upcoming Summer Camp Ventures. Camp Ventures begins June 17<sup>th</sup> and is held at the Hartford Memorial Middle School. 8 sessions are planned for this summer with all session being full with participants.
- Adult Coed Softball continues on Monday, Tuesday and Wednesday evenings at Ratcliff Park.
- Track & Field continues on Tuesday and Thursday, Ultimate Frisbee Drop in on Monday, Wednesday at Watson Park and Tuesday and Thursday permit with the Enough Monkeys Ultimate Frisbee at Watson.
- Hartford Women's Tennis continues at Maxfield with tennis on Monday and Wednesdays from 5:30pm to 8:00pm.
- Card Making Workshop #3 was held on Wednesday, June 26<sup>th</sup> from 5:30pm to 8:00pm at Town Hall. Karen McNall taught the workshop and had 10 participants.
- Upper Valley Kickball continues at Clifford Park on Wednesday from 5pm to 8:30pm.
- Open Pickleball continues at Maxfield on Tuesdays and Thursdays from 6:00pm to 7:15pm.
- Indoor basketball programs continue. 50+ Open Basketball at Hartford Middle School from 7:00pm to 8:30pm on Wednesdays, 18+ Open Basketball continues at White River Elementary School on Thursdays from 7:00pm to 9:00pm and 25+ Open Basketball continues at Hartford High School from 5:00pm to 7:00pm on Sundays.
- Friday, June 28<sup>th</sup> was our Splash Night at the Upper Valley Aquatic Center from 7pm to 9:00pm. There were approximately 60 participants.
- Nighthawks had their Youth Baseball Camp during the week of June 24<sup>th</sup> from 8:30am to 12:30pm at Maxfield.

### **Parks/Facilities**

- We finalized our count today and have deposited \$7,041.65 into the scholarship account. An amazing amount despite the weather challenges we faced. We will conduct a photo opportunity and bring in the family to promote the funding raised. We want to thank all the volunteers that supported this effort and special thanks to the Hanson Family for creating and supporting the parks and recreation scholarship program.
- There were several activities hosted at Maxfield June 21, 22 and 23. Cal Ripken Baseball Regional Baseball Tournament, Twin State High School Baseball Classic and the Upper Valley Nighthawks. Parking was managed well with overflow parking at the National Guard Armory.
- The Department met with John Goodell from SVE Associates this afternoon to discuss the Notice of Alleged Violation from the Agency of Natural Resources Watershed Management Division at Maxfield as it relates to the stormwater treatment system. There is some evidence that what was permitted was not built properly and they are siting us for failure to perform required maintenance. We are also required to complete full site inspection and report and have the completed by a stormwater designer and professional engineer. We are proceeding with the site review with SVE.

- The Department has a host of park permits throughout the past couple weeks. Nighthawks Baseball Camp throughout the week of June 24<sup>th</sup> and scheduled games on Wednesday, Friday and Sunday of the week of the 24<sup>th</sup>. Central Vermont Women's Softball on Tuesday, Connecticut River Ironmen Thursday night, Tai Chi in the Bandstand at Lyman Point Park on Friday from 9:30am to 12:00 noon, Private function on Saturday here at Lyman Point Park from 9am to 5pm, Post 84 Baseball at Maxfield with a double header and White River Junction VA Employee Association has Lyman Point Park for a Movie Night.
- Department held a meeting with Lieutenant, Jay Pedro and Deputy Chief, Brad Vail on Wednesday June 26<sup>th</sup> to begin discussions on 4<sup>th</sup> of July event. Also having a follow up meeting with the Chamber on Thursday to discuss the parking at the Balloon Festival.
- Henderson's Tree Service completed tree removal and hazard tree maintenance at 628 Center of Town Road on and at Kilowatt North Park.
- Parent Construction continues their work at the WABA facility. They have begun the cold floor loop installation the week of June 24<sup>th</sup>.
- Department is awaiting a proposal from Dant Clayton Bleacher Company for the replacement bleacher project. Dant Clayton is part of Sourcewell Municipal Purchasing which provides full procurement and meets our purchasing policy guidelines.

## **Parks & Recreation Department**

### **Significant Activity Report**

**July 15, 2019**

**Respectfully Submitted By: Scott Hausler, Director**

#### **Program Highlights**

- The 4<sup>th</sup> of July was well attended. This year we had 5 food trucks on site for food and they all seemed to be successful with sales. In addition, members of the American Vinyl Band performed along with DJ-Zack Davis. This year's event was again sponsored by Springfield Buick GMC with a \$10,000 contribution. Additional sponsors included Sabath Law, White River Rotary Club and Mascoma Bank. The evening kicked off with musical entertainment and an assortment of games and activities provided by the Hartford High School Class of 2020. Fireworks lifted off around 9:30pm. The event also included a very thorough exit plan this year. Pedestrians were limited to Passumpsic and Norwich Avenues and along Depot Street. All vehicles exited through the main entrance gate on Depot Street. Two lanes of exiting traffic lined Depot Street to Route 5 where cars were directed north bound or south bound. The exit lasted about 40 minutes which was record time. The Department wishes to commend the Hartford Police Department and Hartford Fire Department for all their work to make this year's 4<sup>th</sup> of July safe and fun for the community.
- The Department is preparing for the Hurricane Hill Trail Run on July 20<sup>th</sup>. The event is part of the Western New Hampshire Trail Running Series of which two races are in Vermont. The race start is at 9am and involves a 5k and 10k course. Race start is at 9am. Registration begins at 7:30am and will be held at the Upper Valley Aquatic Center. A bus is used to transport the runners to the top of Reservoir Road.
- David Keller performed at Quechee Green on July 3<sup>rd</sup> and Dave Clark & JunkeJoynt performed at Lyman Point Bandstand on July 10<sup>th</sup>. We have on average about 75 to 100 spectators. Chad Hollister will be performing at the Quechee Green on July 17<sup>th</sup>. The remaining concert performances include: Never Too Late performs at Lyman Point Park on July 24<sup>th</sup>. Grovesum will perform at the Quechee Green on July 31st. The Party Crashers will be on August 7<sup>th</sup> at Lyman Point and we will finish up the season with Gerry Grimo & The East Bay Jazz Ensemble on August 14at at the Quechee Green.
- Summer Camp Ventures continues to be busy with activities and special trips to Storrs Pond, Silver Lake and a special trip to Maxfield on Fridays. A personnel issue requiring discipline of staff caused for reorganization of the program. We have continued the camp service without any disruptions and several new staff members have come on board. Special assistance from the Hartford School District was appreciated and we continue to provide a very active, fun and venturous camp experience.
- Hit The Trails Fun Run/Walk continues on Wednesdays from 6pm to 7:30pm on the Hartford High School Cross Country Trails. Family friendly activity. This is a free program. Registration in encouraged. Participants are to meet at the Hartford High School Fitness Center.

- Youth Karate Summer Session 1 continues through July 17<sup>th</sup>. The program runs Monday and Wednesdays from 5pm to 6pm. Due to low enrollment, session 2 will not be running.
- Adult Coed Softball continues on Monday, Tuesday and Wednesday evenings at Ratcliff Park.
- Track & Field continues on Tuesday and Thursday, Ultimate Frisbee Drop in on Monday, Wednesday at Watson Park and Tuesday and Thursday permit with the Enough Monkeys Ultimate Frisbee at Watson.
- Hartford Women's Tennis continues at Maxfield with tennis on Monday and Wednesdays from 5:30pm to 8:00pm.
- Upper Valley Kickball continues at Clifford Park on Wednesday from 5pm to 8:30pm.
- Open Pickleball continues at Maxfield on Tuesdays and Thursdays from 6:00pm to 7:15pm.
- Indoor basketball programs continue. 50+ Open Basketball at Hartford Middle School from 7:00pm to 8:30pm on Wednesdays, 18+ Open Basketball continues at White River Elementary School on Thursdays from 7:00pm to 9:00pm and 25+ Open Basketball continues at Hartford High School from 5:00pm to 7:00pm on Sundays.

### Parks/Facilities

- The warm and dry weather has slowed down the mowing and allowed for staff to begin working on additional projects throughout the parks.
- Upper Valley Nighthawks, Post 84 and Connecticut River Ironmen continue to use the Maxfield baseball field. Over the past couple weeks there has been limited breaks in the schedule. Not only for games but also due to the Nighthawks Baseball Camp limiting our ability to work at maintaining the field.
- Permits over the past two weeks included a private event at Frost Park on July 4<sup>th</sup>. Upper Valley Nighthawks baseball camp the week of July 8th along with games July 3<sup>rd</sup>, 6<sup>th</sup>, 7<sup>th</sup>, 10<sup>th</sup>, and 13<sup>th</sup>. Central Vermont Women's Softball League at Clifford Park on July 9<sup>th</sup>. Post 84 at Maxfield July 2<sup>nd</sup>, 5<sup>th</sup>, 8<sup>th</sup>, 11<sup>th</sup> and the Connecticut River Ironmen July 1<sup>st</sup> and 12<sup>th</sup> along with Tai Chi at the Lyman Park Bandstand on July 12<sup>th</sup>. The Navy Operational Support Center in White River Junction also held a family picnic on Saturday, July 13<sup>th</sup> at Clifford Park.
- The Department continues to meet with John Goodell from SVE Associates. They will be conducting the watershed assessment of the Maxfield property to be sure all the designed retention areas are working properly and maintained accordingly to the permit. This analysis will be the 5 year required engineer review of the site. Due to our Notice of Alleged Violation we continue to work with the Agency of Natural Resources Watershed Management Division as it relates to the stormwater treatment system. There continues to be some evidence that what was permitted was not built properly. We have also found evidence that the Agency of Natural Resources / Wetlands Program identifies conflicting areas of the facility that are considered to be off limits for maintenance according to the Wetlands Program but the stormwater permit has identified that it should be maintained.

- Department met with the Town Manager, Department of Public Works Director and Cat Buxton who represents the Hartford Resilience Rain Garden project at Lyman Park. The meeting identified a conceptual design and location of the rain garden. Once the Department receives the draft design, we will meet with the Planning & Zoning Department to discuss what might need to be permitted for such a project. In addition, we will be drafting a contractual agreement with the Hartford Resilience Committee / Apple Corps for annual maintenance of the garden space.
- Parent Construction continues their work at the WABA facility. The warm floor loop is complete. The warm floor is near completion. The project continues to be on schedule and on budget.
- Department finalized the layout of the new bleacher sections planned for the WABA facility. The proposal is from Dant Clayton Bleacher Company which is part of Sourcewell Municipal Purchasing, and provides full procurement and meets our purchasing policy guidelines.
- The Department received notice from the Zamboni Company that the new Electric Zamboni will be delivered in September.
- Department was informed of a water supply issue at the West Hartford Library. Initial investigation and consultation with DPW, it was determined there may be a well pump issue. We have contacted a company that services wells and pumps to complete a site visit and hopefully resolve the problem.