

**TOWN OF LITTLETON  
PARKS COMMISSION  
Thursday March 21, 2024  
5:30 PM  
Littleton Community House – Tea Room- Littleton, NH  
Minutes**

**Present:** Chief Smith, Interim Town Manager, Heidi Hurley, Luke Driscoll, Amelia Clause, Danielle Cook, Ben Fregeau, Andrew Harper and John Adams

Start meeting at 5:33pm Danielle made motion, Luke seconded

**Approval of meeting minutes:** 3/5/24 Danielle Cook made a motion on approve meeting minutes, Luke seconded 2-0

**Parks & Recreation Commission items:**

- \* **Welcoming of new member**
- \* **Selection of roles/Explanation of duties:**
  - \* Chairperson: Danielle Cook - Secretary: Luke Driscoll
- \* **Resignation:** Andy Kilmer as April 17th, 2024 Luke will confirm with Blake Roberts that he is willing to take over Andy's term and finishing the year.

**Presentation: Mountain sports League / LFFL - new Business plan**

Discussion was had regarding a new business plan to provide our town with adult programs to open up opportunities for our older population to take be able to take part in different options and activities through their Mountain Sports League. They are looking for Parks and Rec to positively support with publicity and possibly with equipment if they take on the softball league. Question regarding signs came up and if they could have sponsors buy signs and hang them on fence - shared space with other "field users" will also be considered. Would like to also get together and clean out the storage shed to have three sections for LYS, LFFL, and Softball. Speak to Andy Kilmer about the storage shed.

**Interim Park & Rec Director:**

- \* **Convenient MD update:** Good with all changes-Luke makes a motion to accept the convenient MD sponsorship. Danielle Cook seconds the motion. 2-0
- \* **Christmas Parade:** will continue to do research
- \* **Pool Contract Review:** this is a contract for employees who will be working at the pool in our aquatics program. We will review after Easter.
- \* **Paul Hogan Event update:** We will move on this if we can hear from Facilities at LHS about usage.
- \* **Update on Water fountain:** We are waiting on a plumber-we are working on this- Heidi Hurley is working with Amelia with this to assist getting this done.

\* **Easter egg hunt:** Lahout's gave donation for candy - Heidi worked to organize the stuffing of eggs- Changed to Friday, March 29th

**OTHER:**

**Field/Path Clean up:** we will be out once snow / frost has left ground and we can put equipment on ground we will be taking care of pathway. Emergency maintenance deemed as a hazard will be taken care of as a priority.

**Swings in playground/Baby swing:** checking with Primex regarding this

**Dugouts:** One is almost complete - they are located at the High school and DPW will move and place at Apthorp.

**Next meeting date:**

April 18, 2024 - 5:30pm location TBD

Luke made a motion to close meeting 7:13pm, Danielle Cook seconded.

**Note: The board may go into a nonpublic session per the following RSA's:**

**RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.**

**RSA 91-A: 3, II (b) the hiring of any person as a public employee.**

**RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.**

**RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.**

**RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.**

**RSA 91-A: 3, II (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate**