

LACONIA PARKS AND RECREATION COMMISSION MEETING
Monday, July 20, 2026
Laconia Community Center
6:00 P.M.

CALL TO ORDER: Commissioner Mitch Hamel called the meeting to order at the above date and time.

RECORDING SECRETARY: Administrative Secretary Liza Kelleher.

ROLL CALL: Commissioner Hamel called the roll with the following Commissioners in attendance: Rodney Roy, Deanna Guyer and Laura Ringer. Absent- Arthur Kirk.

PARKS AND RECREATION STAFF PRESENT: Director of Recreation and Facilities Amy Lovisek, Asst. Director of Recreation and Facilities Abby Barton and Administrative Secretary Liza Kelleher.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

1. Regular meeting minutes of June 15, 2026.

Commissioner Rodney Roy moved to adopt the minutes of June 15, 2026, meeting. Second, by Commissioner Deanna Guyer. All were in favor.

I. FACILITY USE REQUEST FORM:

- A. Belknap Mill- Rotary Park Gazebo- Mondays and Wednesdays, July 6th through August 12, 2026, from 9:30am to 1:30pm for free events for families. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- B. Lakes Region Vineyard Church-Opechee Point beach- Sunday, August 2, 2026, from 12pm to 5pm for church picnic and water baptism. Commissioner Ringer motioned to accept the request with all the requirements and changes listed in the application. Commissioner Roy seconded the motion. All were in favor.
- C. New Horizons Musical Org of the Lakes Region- Leavitt Park picnic area- Saturday, September 12, 2026, from 11:30am to 2:00pm for a picnic. Commissioner Guyer motioned to accept the request with all the requirements and changes listed in the application. Commissioner Ringer seconded the motion. All were in favor.
- D. Laconia Police Department- Opechee Smith track- Monday, August 3, 2026, from 7am to 7pm for national night out. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Ringer seconded the motion. All were in favor.
- E. Laconia High School- Bobotas field- Monday, August 17, 2026, through October 30, 2026, from 2:30pm to 6:00pm for football practice. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.

- F. Laconia High School- Leavitt Park Athletic Field- Monday through Friday, August 17th through October 30, 2026, from 2:30pm to 5:30pm for soccer practices. Commissioner Guyer motioned to accept the request with all the requirements and changes listed in the application. Commissioner Roy seconded the motion. All were in favor.
- G. Laconia High School- Opechee Smith Field- Monday through Friday, August 17th through October 30, 2026, from 2:30pm to 5:30pm for field hockey practices. Commissioner Roy motioned to accept the request with all the requirements and changes listed in the application. Commissioner Guyer seconded the motion. All were in favor.
- H. Laconia High School- Robbie Mills Sports complex- Monday through Friday, August 17th through October 30, 2026, from 2:30pm to 5:30pm for soccer practices. Commissioner Guyer motioned to accept the request with all the requirements and changes listed in the application. Commissioner Roy seconded the motion. All were in favor.

II. **OLD BUSINESS:**

III. **ADMINISTRATIVE APPROVALS- ROTARY PARK, BEACHES, WEIRS
AMPHITHEATER & PAVILION**

- A. American Legion Senior Team- Memorial Park Baseball field- Sunday, June 28th from 12pm to 4:30pm, Friday, July 10th from 3pm to 10pm and Sunday, July 12th, 2026, from 10am to 5pm for senior team baseball team.
- B. Lakes Region Cheer- Opechee Park Smith Track- July 14 through July 23, 2026, Tuesdays and Thursdays from 6:00pm to 8:00pm for cheer practice.

IV. **NEW BUSINESS:**

- 1. Acceptance for new agenda format- Commissioner Roy motioned to accept the new agenda format. Commissioner Guyer seconded the motion. All were in favor.
- 2. Request for the Chairperson to vote on items on the agenda.
- 3. Discussion about Food Truck Park- Amy said it was suggested to make a permanent space and will provide power for any food truck every day. Commissioner is asking who will decide what food truck will be on the spot certain days. Amy said that we will be in charge for the scheduling. Commissioners suggested doing more research, who can do it, who will compete for prime time and what is the fee structure. Amy will do more research regarding the food truck.

V. **ANNOUNCEMENTS:**

VI. **NOMINATIONS, APPOINTMENTS & ELECTIONS:**

VII. **PUBLIC COMMENT:**

VIII. **COMMUNICATIONS:**

IX. **OTHER REQUESTS REQUIRING COMMISSION ACTION:**

- 1. August Commission Meeting- Commissioner Roy motioned to cancel the August meeting. Commissioner Guyer seconded the motion. All were in favor.

X. **PARK ASSOCIATION REPORTS:**

- A. Leavitt Park Association- No report.
- B. Weirs Community Park Association- No report.
- C. Tardif Park Association- No report

XI. **DEPARTMENT REPORTS:**

A. Director's Report submitted by Amy Lovisek

Summer is upon us!! And what a beautiful summer it has been so far. We truly live in an incredible place.

We held the 4th of July Celebration on the 4th this year again. It was a huge success. The parade was less so, but we are at the mercy of the volunteers to want to be in the parade. The bands, vendors and fireworks went off with a "bang"! Those fireworks were a wonder to see and be a part of. Our attendance was the largest I have ever seen in my time doing this event. Well done Laconia!!

We were notified this month that the Colonial Theater is now our building!!! We don't have a budget for it yet, but we did a walk through, and I feel that we will not have too much to do at this building. Anything that happens on our end will most likely involve contractors.

The Project 2040 is moving along nicely. We will meet on July 16th to go over it with other departments. Once ours is finalized we will present our findings to you in a Power Point presentation. This project has taken a lot of time to work on, but I hope it is worth it in the long run.

The ADA door at Leavitt Park bid has been awarded and they will work on that this summer. Good news.

Pumpkin Fest is coming in about 100 days!! Our bands are almost completely finalized for both Friday night and Saturday. We have some really amazing sounds coming to this year's festival. The duck race is now open to the public to purchase a duck or more! Please think about supporting the event. The Wrap City fundraiser was a success. We raised \$421. After seeing the PR, we did with the event another store has offered to do the same thing. On July 16th please try to go and purchase something from the Italian Market. We will get 10% of the proceeds.

Spectacle Live is doing a showing of the Rocky Horror Picture Show on Saturday of the festival and a Meatloaf tribute band on Friday night. So cool.

We have raised about \$19,000 in sponsorships so far and about \$27,000 in vendors. We are well on our way to a fabulous event.

I am away on vacation from July 10 – July 19.

Have a great month all!!

B. Assistant Director's Report submitted by Abby Barton

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C. Foreman’s Report submitted by Dane Anderson

6/12/26 - 7/16/26

COMPLETED		
Location	Project	Additional Notes
Adopt A Spots	Signage- Adopter signs and posts installation (x6)	
Bartlett	Safety- Playgrounds- installation of 100yds of playgrounds chips	
Bartlett	Grounds- Tree limbing and pruning, Brush clearing to prevent encampments	Ongoing.
Beaches	Safety- Beach swim line maintenance and minor repairs as needed.	

Beaches	Grounds- Shoreline and swim area debris removal and beach grooming	Ongoing.
Beaches	Safety- New beach swim line, floats and moorings installation completed at Opechee (x2), Bond, Bartlett	
Bond	Beach- Erosion control boulder wall installation on beach	Ongoing.
Bond	Forestry- Arbor day tree establishment watering	Ongoing.
Bond	Carpentry- Fence railing replacement.	
Bond	Forestry- Downed tree removal.	
Bond	Grounds- Hand watering turf around bathhouse.	
Cemeteries	Grounds- Mowing and Trimming ops.	
City Hall	Janitorial- Homeless trash and fecal waste clean ups	Ongoing.
Colonial	Facility's Maintenance- Newly acquired facility walk through.	
Colonial	Plumbing- Troubleshooting faucet repair needs.	Ongoing.
Downtown	Grounds- Winter sand and contaminates removal, weeding and mulching.	
Downtown	Grounds- Annuals watering	
ERP	Events- 4th of July event prep, set up and clean up.	
ERP	Grounds- Shrub removal from in front of monument. Volunteer pruning debris clean up and removal.	
Facilities	Safety- Place of assembly checks and preventative safety system repairs.	
Gale Library	Janitorial- Replacement of 2 broken TP dispensers.	
Gale Library	Doors- Restroom door lock repair.	

Gale Library	Vandalism- Bench Graffiti removal.	
Gale Library	Furniture- Damaged furniture removal.	
LCC	Special Projects- 2040 planning project	Ongoing.
Leavitt	Pests- Parkhouse- ant and rodent control and monitoring.	
Leavitt	Roofing- Vegetation removal from chimney.	
Leavitt	Events- Soccer camp week prep and post use repairs. Daily restroom cleaning and checks	
Leavitt	Electrical- Abandoned inground flag pole light removal.	
Leavitt	Plumbing- Concession Bldg.- Plumbing backflow replacement.	
Memorial	Safety- Damaged bench removal.	
Memorial	Electrical- SB concession bldg.- Exterior concession window light fixture replacement.	
Memorial	HVAC- Parkhouse A/C unit condenser leaking troubleshooting and repairs.	Ongoing.
Opechee	Events- 4th of July event prep, set up and clean up.	
Opechee	Flooring- Day camp- VCT tile repairs	
Opechee	Furniture- Day camp- Whiteboard installation.	

Opechee	Vandalism- Graffiti removal from tree by day camp.	
Opechee	Carpentry- Picnic table and bench repairs.	
Opechee	Fencing- Softball fields- Dugout and backstop fencing repairs	
Opechee	Electrical- Missing light pole electrical access covers fabricated and installed.	
Opechee	Electrical- Cove restrooms- ceiling light replacement.	
Opechee	Grounds- Hand watering turf around playground	Ongoing.
Parks and Facilities	Plumbing- Backflow testing, repairs/replacements as needed	Ongoing.
Parks and Facilities	Locks- New lock and key system integration	Ongoing.
Parks and Facilities	Irrigation- System monitoring, schedule adjustments and repairs to irrigation systems	Ongoing.
Parks and Facilities	Grounds- Routine litter and waste removal	Ongoing.
Parks and Facilities	Signage- Inventory and replacement orders	Ongoing.
Parks and Facilities	Grounds- Routine mowing and trimming operations.	Ongoing.
Sanborn	Safety- Damage play structure removal.	
Sanborn	Grounds- Tree limbing and pruning. Brush and invasives removal	Ongoing.

Sanborn	Forestry- Replacement tree establishment watering	Ongoing.
Seasonal Facilities	Plumbing- Minor repairs and clog removals during summer seasonal use.	
Seasonal Facilities	Janitorial- Regular cleaning and stocking of seasonal use restrooms	Ongoing.
Shop	Grounds- New picnic table and swim line anchors fabrication	Ongoing.
Sports Fields	Events- Summer sports leagues games and events prep	Ongoing.
Sports Fields	Agronomics- 2nd fertilizer application	
Tardif	Forestry- Downed tree removal.	
Tardif	Janitorial- Rental use monitoring and cleaning.	Ongoing.
WCC	Foundation- Monitoring and clean up of water entering through foundation in storage closet	Ongoing.
WCP	Safety- Playground repairs checks.	
Wow Trail	Vandalism- Paint removal from pavement, section along Bartlett beach.	
Wow Trail	Vandalism- Paint removal from Granite pillar by bridge	
Wow Trail	Carpentry- Bridge board replacements.	
Wow Trail	Safety- Picnic table removal,	

XII. **PRESENTATIONS**

XIII. **ADJOURNMENT:**

Commissioner Roy motioned to adjourn at 6:28pm. Seconded by Commissioner Guyer.
All were in favor.

Respectfully submitted,

Liza Kelleher
Administrative Secretary

Mitch Hamel
Chair Commissioner.