

Londonderry Recreation Commission

Monthly Meeting Minutes

Date: September 21, 2026

In Attendance: William Manning, Michael Campo, Michael Bartlett, Kevin Foley, Roberta Davis, Doug Cole

1. Call to Order & Approval of Minutes

- The meeting was called to order by Michael Campo. Seconded by Michael Bartlett.
- The Commission reviewed the minutes from the previous meeting.
- **Motion:** A motion was made to accept the minutes as distributed by William Manning.
- **Second:** Seconded by Michael Bartlett.
- **Vote:** Approved unanimously.

2. General Announcements

- Welcome-back remarks were shared for returning Recreation Director

3. Public Comment

- No members of the public were present for public comment.

4. Department Updates & Discussions

Art's Retirement Ceremony & Park Renaming

- Art's retirement ceremony took place on Thursday, September 10, at West Road (Fields 4 through 7).
- The Town Council read and approved a resolution renaming that section to **Psaledas Park**. Maps, town forums, and the website are being updated accordingly.
- Sid Kerr was also recognized for his longtime service, and the maintenance shed was dedicated in his honor with a plaque.
- Commission members noted that Sid has been mowing twice weekly and requested coordination if additional maintenance assistance is needed.

Summer Camp & Program Recap

- Overall, the summer programs ran successfully across both camps with 22 seasonal staff members.
- Sam Fortier (former recreation intern) stepped in to assist with leadership during the summer and will stay on through the end of the year as a temporary recreation assistant to help address administrative backlogs.
- **Program Changes:** The Summer Playground Program transitioned from drive-through pickup/drop-off to in-person drop-off/pickup, improving family connection and site safety. Daily schedules were modified to offer kids choices between gym, arts and crafts, and outdoor activities.
- **Voyager Camp:** Maintained strong engagement with 99 registered participants (at capacity). The department is exploring bus-sharing partnerships with neighboring recreation departments to expand trip capacity in future seasons.

Budget & Staffing

- Department budget recommendations have been submitted. Initial meetings have taken place with the Town Manager and Finance Department regarding operational needs and positions.
- **Senior Maintenance Position:** The job description and title are being reworked to clarify supervisory reporting (managed under the Recreation Director, with seasonal DPW cross-allocation for winter snow clearing). The position is budgeted as full-time (40 hours/week) non-exempt/union track with a salary range between \$60,000 and \$65,000.

Old Home Day Color Run

- The Color Run was highly successful, drawing approximately 180 registered runners and over 200 total attendees with volunteers.
- Through registration allocations (50% fee contribution) and additional fundraising efforts, the event raised close to \$4,500 for the scholarship fund (up from approximately \$1,500 the previous year).
- Special thanks were extended to Rachel Healey and all commission volunteers who assisted with Old Home Day events.

Facility Use Agreements & Field Allocations

- A formal Memorandum of Agreement (MOA) between the town and local youth sports leagues (e.g., LAFA, soccer) is currently under review by the town's insurer (Primex) before going to Town Management and league boards.
- The MOA establishes clear standards for annual Certificates of Insurance (COI), on-site construction approval, scheduling priority, and liability protection.
- **Priority Tiering:** Field access will follow a structured tier system prioritizing town recreation and local leagues (Tier 1), followed by schools (Tier 2), and outside user groups (Tier 3).
- The updated recreation fee schedule (approved in July) accounts for residential, non-residential, non-profit, for-profit uses, lighting fees, and security/damage deposits.
- **Field Scheduling & Parking Concerns:**
 - Commission and league representatives discussed overlapping weekend field demand at the West Road complex.
 - Heavy congestion and parking along access roads and guardrails pose safety concerns.
 - Leagues will coordinate cross-scheduling between age brackets and game start times to spread out vehicle turnover.

Facilities & Maintenance Update

- **Continental Park (Fields 1–3):** The pump house system failure required complete replacement, funded through the Recreation Capital Reserve following Town Council authorization. Irrigation heads have also been repaired.
- **Playground & Courts:** A replacement gate was re-installed by the playground, damaged playground hardware was replaced, and damaged tennis court nets are slated for repair.
- **Capital Improvements Plan (CIP):** Projects presented to the CIP committee include tennis court reconstruction, skate park renovation/relocation options, pickleball court additions, and ongoing dugout upgrades at the LAFA complex.
- **Security & Concessions:** The department is coordinating with IT, Public Works, and the Police Department regarding security cameras at high-traffic facilities. Any

concession building alterations (e.g., roof work planned by soccer) must receive town inspection and permitting review.

5. Commission Administration & Business

- **Membership Terms:** Commission terms expiring at year-end will be coordinated with the Town Council to address vacancies and reappointments.
- **Strategic Planning:** Members were encouraged to submit agenda topics and ideas regarding the long-term mission, bylaws, and advocacy role of the Recreation Commission.
- **Downtown Farmers Market / Community Events:** Noted that community organizers are developing plans for a Friday market/community event (3:00 PM – 7:00 PM) on the common.

6. Next Meeting & Adjournment

- **Next Meeting:** Scheduled for **Monday, October 19, 2026** (avoiding the holiday on October 12).
- **Adjournment:**
 - o **Motion:** Motion to adjourn the meeting.
 - o **Second:** Seconded.
 - o **Vote:** Approved unanimously.