

## Joint City/School Memorial Field Planning Committee

July 22, 2025 Meeting Minutes DRAFT

Location: City Wide Community Center, 14 Canterbury Road

Time: 5:11 pm

Committee Members Present:

### City Councilors:

- Nathan Fennessy
- Jeff Foote (Chair)

### Board of Education:

- Jim Richards
- Barb Higgins

**Guests:** Nancy Guilbault (resident), Chris Huntress (from Huntress Sports) and Eric Gerade (from VHB)

**City/School Staff present:** Jack Dunn from Concord School District, David Gill from the City of Concord.

The meeting was called to order at 5:11 pm by Mr. Foote. Mr. Fennessy made a motion to accept the minutes from last meeting. Mr Richards seconded and the minutes where approved with two changes of spelling mistakes.

Mr. Gill reviewed the latest Master Plan Concept based on the feedback from last meeting:

- Committee liked the changes from the last meeting, Barb liked the location and layout of the new track.
- Committee agreed onsite parking remains a concern. Even with doubling the amount of onsite parking it is still not adequate. There was a conversation about the need to have two softball fields at the complex as additional parking spaces could be gained if only one field.
- The committee again discussed merits of adding additional parking in the future on the state land adjacent to the complex on the west side.

Mr. Foote introduced the two consultants for the project: Eric Gerade from VHB and Chris Huntress from Huntress Sports.

- Mr. Fennessy asked the consultants can the great lawn be removed and be used for parking. Mr. Gerade indicated the issue in that area is grade and we would have to add retaining walls to support parking. He indicated they can look into that however he was not sure how many spaces will be gained.
- Mr Foote asked can they relook at the parking layout and general circulation for both vehicles and school buses. Mr. Gerade indicated yes.
- Mr. Richards asked if this is the final master plan what would the recommended phases be. Mr Huntress and Mr. Gerade indicated most likely would be the lower fields first (track, grass field and stadium) first and then work towards the parking lot.
- Mr. Fennessy asked if they had any concerns with adding bathrooms and team rooms under the main stadium grand stands. Mr. Huntress indicated this adds allot of expense to the project as these rooms will impact the construction of the bleachers as the bathrooms and team rooms will be classifies as

occupied spaces (fire rated) and the bleachers above will need to be built with those standards in mind. Mr. Huntress indicated it would be less expensive to build a sperate building for bathrooms and team rooms in-between the stadium and softball fields. In doing this these facilities could also be used for softball games.

- Mr. Foote asked about phasing costs vs. one phase. Mr Huntress indicated the cost of the project will mostly likely be less expensive to do the entire project at once vs. multi phases. Mr. Foote asked if they could project expenses for multiple phases and one large phase. Mr. Huntress indicated he could, he also indicated if able to do in one phase it would be less disruptive to all teams and community use as project would be completed in less time.
- Mr. Richards asked if there are any concerns with wet lands. Eric indicated at the current time there is limited impact to existing wet lands. He also indicated as part of the project is to repair the broken culvert that is currently impacting wetland areas and overall drainage of the site.
- Ms. Higgins asked Mr. Huntress and Mr. Gerade what are we missing. Mr. Huntress indicated over all the updated concept is well thought out, parking remains an issue and he needs to fine tune the final track and baseball location.
- Mr. Fennessy asked about ways to save on total expenses. Mr. Gerade indicated one way will be combining some of the phasing.

Mr. Foote thank them for attending the meeting and answering their questions.

Mr. Foote introduced Nancy Guilbault. Ms. Guilnault indicated she loves the work the committee is doing and as a Concord taxpayer she hopes the cost of the project will be shared 50/50 and will be built as soon as possible.

Mr. Foote thanked Nancy for her comments.

Mr. Foote asked the committee what additional information is needed before making final recommendation to City Council and the School Board.

Mr. Fennessy made a motion for the committee to approve the concept with the changes discussed this evening. Mr. Richards seconded and was approved without descent.

Mr. Foote recommended the committee have another meeting in August and ask Mr. Gill to report back on the following:

- Updated master plan concept based on feedback this evening
- Phasing options with projected expenses
- Final design and permitting budget

The meeting was adjourned at 6:12 pm, motion by Mr. Fennessy, seconded by Ms. Higgins, motion passed.

Minutes submitted by David Gill, City of Concord

concept 7/22/25

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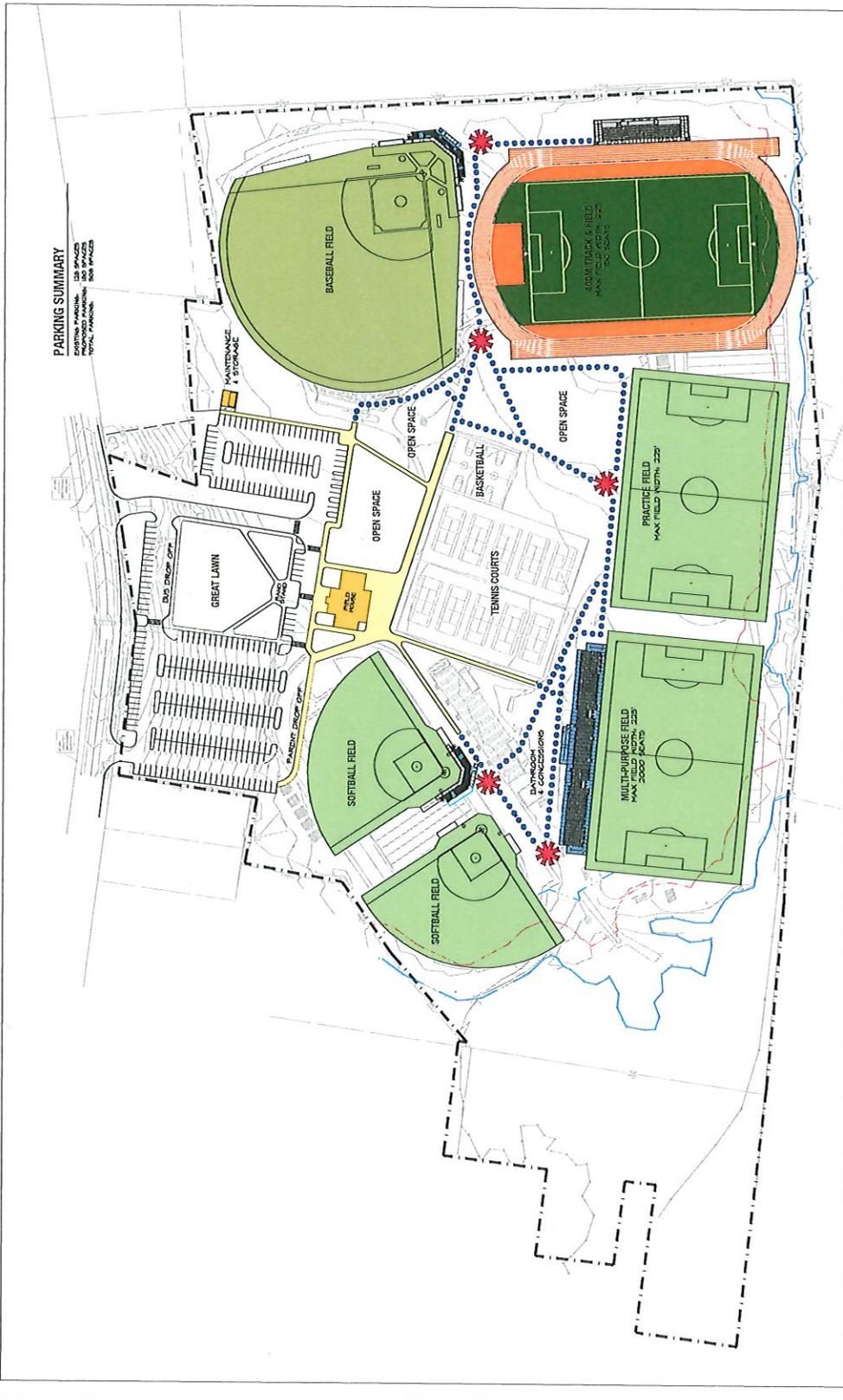


Project:  
**Memorial Field**  
 Concord, New Hampshire

Drawing Title:  
**Athletic Field Master Plan Option D**

Revision	Date

Scale:	1" = 80'	Drawing No.:	L-3
Date:	6/21/25	Job:	00-1071
File:	mem.fld	Drawn:	CSH
Checked:		of:	3



1 OPPORTUNITIES & CONSTRAINTS PLAN

