

**City of Concord, NH Recreation and Parks Advisory Committee**  
**Meeting Minutes from November 20, 2025 5:30pm DRAFT**

**Committee Members:** Althea Barton (Ward 1), Robert Kleiner (Ward 2), Sarah Beauregard (Ward 4), Nick Kotkowski (Ward 6), Deodonne Bhattarai (Ward 9), Mary Miller, Chair (Ward 10), Kenny Edwards (Merrimack Valley School District), City Councilor Nate Fennessy, City Councilor Michele Horne, and Zoey Murphy (Ward 5)

**Excused Absent:** Jim Figueira (Ward 3), Brian Sartorelli (Ward 7), Barb Higgins (Concord School District)

**Staff Members:** David Gill Parks & Recreation Director, Laura Bryant Assistant Parks & Recreation Director and Matt Walsh Deputy City Manager

Meeting was called to order at 5:31pm by Chair Mary Miller, minutes from October 2025 approved, with a couple changes to month and new business.

**New Business:**

**Tree removal at Memorial Field:** The City has received requests from neighbors of Memorial Field to remove the pine trees near the baseball field that continue to fall during storms. The trees are also beginning to affect the lights of the baseball field. There are about 60 old white pine trees that will be removed at no cost this winter. The stumps would be removed at a later time. If approved the trees will be removed this winter at no cost. The removal of the trees would also assist with drainage of the field as well. RPAC discussed the pros and cons of the trees and ultimately decided it was best they be removed. Sarah Beauregard made a motion that the trees be removed, seconded by Counselor Fennessy, approved without dissent.

**CIP Staff recommendations:** David Gill explained that when staff begins to look at projects to be recommended first priority is safety items. Parks and Recreation is responsible for CIP projects for the Recreation, Parks and Cemetery divisions. For FY 27 staff are recommending the following projects:

CIP 51: White Park: Hydro rake pond to removal sediment and plants **\$200,000**

CIP 51 White Park: Full reconstruction of hockey rink and pavement. Safety issue: **\$275,000**

CIP 59 Terrill Park: remove stumps, grade, add loam and seed for event space and an athletic field: **\$300,000**

CIP 60 Kiwanis Park: Recommend showing two phases for skate park. FY27 Phase 1: Skate Board Park and related site improvements. **\$1 million** (*donations and grants*). We have already been awarded \$500,000 LWCF grant to help with construction.

Update CIP to include Phase 2 of skate park either FY28 or FY29: up to another \$800,000.

CIP 587 Cemetery Improvements: Replace tin equipment storage shed **\$275,000** and **\$150,000** to repave section of roads in Blossom Hill

CIP 569 Equipment – mowers/other equipment parks and cemeteries. Cemetery equipment: replace tractor in cemeteries with over 4,000 hours. **\$40,000**

Counselor Fennessy mentioned the City Council still needs to decide on Garrison Pool (renovate as a pool, splash pad, close it, relocate to maybe Beaver Meadow Park closer to the school)

Nick Kotkowski made a motion to support staff CIP suggestions, seconded by Counselor Fennessy, approved without dissent.

**Update on ongoing funded CIP's:** David Gill gave an update on the following projects.

- CIP 59 Terrill Park: full build out per master plan, permitted and fully designed (*city, donations and grants*) \$5.5 - \$6.5 million
- CIP 60 Kiwanis Park: need to update CIP to show phased approach to build park improvements, including two phases to new skate park
  - Final design and permitting ongoing – will be completed by spring 2026
  - Update CIP to include Phase 2 of skate park either FY28 or FY29: up to another \$800,000.
- CIP 557 Memorial Field Complex – track, field lights, drainage and bleachers etc. Park is beginning to have more and more safety issues that will result in closing sections of the park.
  - Final Design and Permitting Phase \$1.2 million. City has project listed in FY26 budget as \$1.5 million (\$750K City, \$750K CSD).
  - Depending on what phases are approved total cost will be between \$20 and \$30 million dollars
  - Track will not be used in 2026 by CSD due to safety concerns, possible closing to public if track gets worse.
  - Bleachers on Football field and baseball field – need to be inspected by an engineer. Wooden planks old and breaking, metal bases at baseball field showing signs of bending and stress. May need to close depending on findings.
- CIP515 Winter Operations Golf Course: snow making, xc trail grooming
- CIP 443 City Wide Community Center: Parking lot design and construction
- CIP543: Merrimack River Greenway Trail (*Community Development*)
- New Park land needed based on growth of community. Ward 2, eastern end of Ward 10
- New cemetery land as current cemeteries will be full within next 25 +/- years

Laura Bryant shared that Jill Huckins the Cemetery Administrator for 19 years will retire Friday November 21<sup>st</sup>. RPAC was sad to hear but appreciative of her service and happy for Jill.

Motion was made by Sarah Beauregard to end the meeting at 6:34pm, seconded by Rob Kleiner and approved.

**Next RPAC meeting scheduled for Thursday December 18, 2025 at 5:30pm.**

Submitted by Laura S. Bryant, Assistant Parks & Recreation Director