

## **Parks & Recreation Commission Minutes for January 28<sup>th</sup> Meeting**

**Location: Brentwood Town Offices (Recorded for the Public)**



### **Present**

Nick Lawrence (Parks & Recreation Director)  
Jason Gagnon (Program Coordinator)  
Jim McIntyre (Vice Chair)  
Bob Mantegari (Selectboard Representative)  
Joseph Tammik (Member)  
Ryan Trout (Member)  
Laura Hajjar (Member)  
Jody Phillips (Alternate)  
Kendall Brouillette (Guest)

The Recreation Commission meets to review and discuss past, present and future events and programs.

McIntyre called the meeting to order at 6:31 pm.

### **Group Discussion (The public can join for questions of the Recreation Commission)**

- Minutes – Everyone who attended the December 17<sup>th</sup> meeting signed the December 17<sup>th</sup> meeting minutes.
  - Hajjar motioned to accept the minutes from the November 19<sup>th</sup> meeting. Tammik seconded the motion. All were in favor.
- Hajjar motioned to allow Phillips to be a voting member in Velevis' absence. Tammik seconded the motion. All were in favor.
- McIntyre introduced Nick Lawrence who began on January 5<sup>th</sup> as Brentwood Recreation's new Recreation Director.
- McIntyre opened conversation about the open alternate seats.
  - Brouillette introduced herself to the commission and expressed her interest in joining the commission as an alternate.
- McIntyre opened conversation about the existing board seats and structure.
  - Mantegari recommended that the commission hosts a work session to work on the Commission Bylaws to restructure the board into a 5-seat structure where the Selectboard Representative sits in one of the voting seats.
- Mantegari opened conversation about changing the department and commission's name to include "Parks". Mantegari mentioned that an initial conversation with the Selectboard implied unanimous support for this change from the Selectboard.

- McIntyre motioned to change the name of the Recreation Department in Brentwood to the Parks & Recreation Department. Tammik seconded the motion. All were in favor.
- The commission agreed to host a work session on Wednesday, February 18<sup>th</sup> from 5:30 – 6:30 pm to work on the commission bylaws.
- Lawrence provided the commission with an update on upcoming events.
  - Lawrence asked the commission to form a subcommittee for the 4<sup>th</sup> of July Parade.
  - Hajjar made a motion to form a Parade Subcommittee to help with the annual 4<sup>th</sup> of July Parade. Tammik seconded the motion. All were in favor.
- Gagnon provided the commission provided an update on the annual Summer Camp Program. Registration opens for residents and returners on February 2<sup>nd</sup>.
  - Gagnon asked for support from the commission to shorten the duration of the before and after care services by half an hour to reduce excess spending on staff.
  - McIntyre made a motion to cut a half an hour on before and after care. Hajjar seconded the motion. All were in favor.
- Lawrence provided the commission with an update on the Brazilian Soccer Camp taking place during the week of August 24<sup>th</sup>, 2026.
- McIntyre provided the commission with an update on the department's Revolving Account and Impact Fee balance.
  - Revolving Account - \$56,000
  - Impact Fees - \$29,000
- Lawrence opened discussion about the current field rates for field rentals.
  - Tammik made a motion to have the department stick to the current field rates and procedures. All were in favor.
  - Lawrence will conduct an evaluation of nearby competitors and will discuss the field rates further at the February 18<sup>th</sup> meeting.
- Lawrence updated the commission on concession stand operations. Currently losing money annually.
- Lawrence opened conversations about department projects for 2026.

**New Business – Anything else to be discussed?**

Next Meeting – February 18th, 2026

Meeting End Time: Mantegari motioned to end at 8:05 pm. All were in favor.