

**Canaan Recreation Park Committee Meeting Minutes**  
**Tuesday, March 10, 2026**  
**5:00 PM - Canaan Town Office**

Members Present: Vernon Crawford, Diana Rancourt, Paul Lyons, and Alfred Buckley (out at 5:55pm)

Public Present: Britni Haley (out at 6:11), Terrie Herr (out at 6:11), and Raelene Begin

**1. Open Meeting**

- a. The March 10th, 2026 Rec Park Committee meeting was called to order by Chairman Vernon Crawford 5:00pm.

**2. Approval of Meeting Minutes of the November 10, 2025 meeting**

- a. On a motion made by Paul Lyons, seconded by Al Buckley, to approve the meeting minutes of November 10, 2025, vote 4-0, motion passes.

**3. Day and time of monthly meetings going forward**

- a. On a motion made by Al Buckley, seconded by Paul Lyons, to change the date of the monthly meetings going forward, from Mondays to Tuesdays, vote 4-0, motion passes.
- b. Monthly meetings will now be held on the 2nd Tuesday of the month at 5:00pm, unless otherwise posted.

**4. Appointments**

- a. Diana provided updates that the select board would be making the following appointments at their upcoming meeting
  - i. Al Buckley - 2 years
  - ii. Raelene Begin - 3 years
  - iii. April Busfield - potentially 2 years, she will confirm if she has desire to remain on the committee with the select board prior to their meeting.

**5. Chairperson and Secretary**

- a. Vernon Crawford was nominated to remain Chairperson unanimously by members present.
- b. Members expressed they wished to nominate Raelene Begin to fill the position of Secretary, effective after her appointment by the selectboard.

**6. Fundraising**

- a. The Committee engaged in a detailed discussion regarding potential fundraising initiatives for 2026, with a focus on feedback from David Santamaria and members of Canaan Naturally Connected (CNC).
  - i. Diana provided an update that David Santamaria reported that there is currently insufficient volunteer support to successfully execute a Casino

Night in 2026. As an alternative, Mr. Santamaria proposed a Calcutta/Bingo Night accompanied by a live band.

- ii. CNC members sought insights on the Committee's intent for fundraising events, particularly the Casino Night and the Spaghetti Dinner, so as to best align support for each other's efforts.
- iii. Additional suggestions were brought forward; Paul Lyons mentioned trying another Car Wash and Vern brought up doing another dance, perhaps at the legion.
  - 1. Raelene will look into if the school is currently planning a car wash, and if so, when so that we do not interfere with each other.
- iv. Committee members indicated willingness to at least help CNC with their spaghetti dinner night; this will be followed up on.
- v. Terrie Herr brought up how CNC has been utilizing a wider range of vendors for food for their events and indicated that it has been successful for them in remaining cost effective and in reducing the volume of effort needed to effectively coordinate food.
- vi. The committee resolved to continue these fundraising discussions at the next meeting.

#### **7. Firefighters Appreciation Day - final numbers**

- a. Britni Haley presented the final financial results for the Firefighters Appreciation Day.
  - i. Total distributions to local departments included Beecher Falls (\$992.97), Errol (\$558.93), Colebrook (\$537.03), Errol Rescue (\$718.44), Pittsburg (\$591.48), 45th Parallel EMS (\$550.86), and Stratford Hollow (\$554.48).
  - ii. There was a carry-over balance of \$882.90 to start the current year celebration event.

#### **8. Community Concert/250th anniversary celebration**

- a. Britni Haley presented a comprehensive update on the "Community Concert," scheduled for July 18th from 4:00 PM to 8:00 PM at Canaan Rec Park.
  - i. Entertainment: Live music will be performed by "The Shifters" on the Catamount Arts Stage.
  - ii. Food & Beverage:
    - 1. Hobo's Cafe and Jean Ralph Catering will provide BBQ and food truck services.
    - 2. Efforts are still being looked into for getting Bruno or Robbie to have a pizza option.
    - 3. Celebratory sheet cake provided by American Legion Unit #47 will be served to commemorate the 250th anniversary of the United States.

- iii. Activities: Lawn games will be available, alongside the park's standard amenities (splashpad, playground, pickleball, etc.). Attendees are encouraged to bring lawn chairs or blankets.
    - 1. Paul and Vern will look into cornhole boards
    - 2. Raelene has a few yard games that she can bring
  - iv. Logistics
    - 1. Diana confirmed that bathroom amenities have been booked.
  - v. Parking: Signage will be posted at the Rec Park lot, with additional parking available across the road.
    - 1. Raelene will look into Use of Facilities approvals from the school for overflow parking in the soccer field.
  - vi. Clean-up
    - 1. David Begin will take care of trash cleanup at the end of the event.
  - vii. Sponsorship: Key sponsors include the Canaan Recreation Park Committee, Canaan Naturally Connected, The Community Builders Hub, and the Town of Canaan, with several grant/donation funding options still pending (DASH grant, pitch tournament, Kiwanis).
  - viii. The event is confirmed as a free community follow-up to Firefighter Appreciation Day. A 50/50 raffle will be held to support future events and perhaps a donation bucket at a welcome table
- b. Additional Considerations
  - i. Determining some form of commemorative item; perhaps a wooden nickel style; Terrie would look into this further
  - ii. Raelene will contact the school and ask if they have any interest in joining the celebration in some way.
  - iii. using something like a bandana instead of a T-shirt to identify volunteers, to keep costs down.
  - iv. Historic Society will have items on display
  - v. Zak is working on coordinating police detail for the event.
  - vi. Insurance is against fireworks and likely would drive up costs significantly; however perhaps if an area business or individual has another event going on there could be coordinated promotion

## **9. Dash Grant**

- a. Diana reported that the application for the DASH grant has been submitted.
- b. Results are expected by the end of the month or shortly thereafter. If awarded, the \$2,000 will be allocated toward the concert/250th celebration.

## **10. 2026 Summer Projects - Grant VCF**

- a. The Committee reviewed necessary facility repairs and maintenance for the upcoming summer season. Identified needs include:
  - i. repairing a rotting tennis net post,
  - ii. sealing/fixing table and shelter seats,

- iii. straightening the flagpole
  - iv. clearing trees obstructing lights
  - v. General maintenance such as pulling grass from woodchips and bleacher areas was also noted.
- b. The Committee approved moving forward with seeking grant money so that Tim Gray can again supervise a couple of students who would work on these repairs.
- c. Diana will work with Raelene to get this grant application submitted so that these projects can move forward.
- d. Additional items identified as needing to be purchased include:
  - i. new landscaping borders for the merry-go-round area woodchips, ideally to match the style around the main playground structure
  - ii. One replacement basketball net, there is also one in storage, so that both nets can be replaced.
  - iii. Continue to look into pickleball nets

#### **11. Paving Parking Lot**

- a. Discussion was held regarding paving either just the entrance or the entrance a smaller strip further into the parking lot. Vern will look into price estimates for this amount of paving.
- b. Discussion was held regarding the inclusion of hard rubber speed bumps (8ft lengths) regardless of whether the parking lot is paved or not. Speed bump pricing will be presented at the next meeting.

#### **12. Kickboard**

- a. The Committee discussed following up on seeing if the art class at the school would be interested in utilizing the area for an class or senior project.
- b. Raelene will reach out to Amy to determine if there interest in leading a project in this space.
- c. Diana will provide Raelene with the sample longboard that was seen as inspiration for this idea.

#### **13. Purchasing Policy / by Laws**

- a. A written document was presented as follow up to the committee moving to implement a policy requiring board approval for any expenditure over either \$500 or \$250.
  - i. The committee decided to move forward with the amount of \$250.
- b. Signatures and adoption dates will be updated on the document footer and it will be brought back to the next meeting

#### **14. Budget Status Reports**

- a. Budget updates were distributed to committee members for their review and any questions.

#### **15. Other Business**

- a. New play structure: An update was given that the new "bouncy toy" style play structure has been ordered and while it carries an 18-week lead time, it is expected to arrive soon.
- b. Vern noted that he would also look for replacement eyes for one of the existing play structures, where the eyes have worn off.
- c. Forest Committee: Terrie noted that the Forest Committee may reach out to Rec Park regarding their upcoming "Sugaring Off" breakfast-themed event.

#### **16. Sign Warrants**

- a. Warrants were signed: AP 04-26 \$49.14, AP 03-26 \$572.50, and AP02-26 \$4504.14.

#### **17. Adjourn Meeting**

- a. On a motion made by Paul Lyons, seconded by Diana Rancourt to adjourn the meeting at 6:38pm, vote 3-0, motion passes.