



## STAFF REPORT

AGENDA ITEM #: 23-18  
COUNCIL MTG OF: February 21, 2023  
FROM: Michael A. Fowler, P.E., Director of Public Works  
OFFERED BY: Michael A. Fowler, P.E., Director of Public Works  
PREPARED BY: Michael A. Fowler, P.E., Director of Public Works  
SUBJECT: Use of Bond Proceeds for Parks & Recreation Facility Improvements

---

### **PURPOSE**

This staff report has been generated to authorize use of funds from a previous bond issuance to at several Parks and Recreation facilities.

### **TOWN ADMINISTRATOR COMMENTS**

The Council is urged to adopt the Resolution as we wind down the \$1.8M recreation bond within the five-year IRS arbitrage period.

### **BACKGROUND**

The Town Council authorized the issuance of a \$1.8 million bond in 2018 to improve Parks & Recreation facilities. In March 2020, Town Council was presented with the results of the Town-wide recreation needs assessment study prepared by the University of New Hampshire. During the assessment study process, several stake holders provided feedback to better guide the Town Council in directing these bond proceeds to specific projects. The Town Council has since met on several occasions, most recently at their September 14, 2021 workshop, to confirm the promotion of several Parks & Recreation facility improvement projects.

Currently, there is a balance of \$959,145 of unspent bond proceeds. Throughout the course of this process, the needs and priorities of the various stakeholders have shifted, and the Department of Public Works has been flexible in advancing projects such as the skate park to meet current needs.

In January 2023, the Department of Public Works received a list of requests from the Derry Diamond Athletic Association (DDAA) to enhance softball and baseball opportunities, primarily at Vets Field and O'Hara Field.

### **DISCUSSION**

DDAA and the Parks & Recreation division have a strong partnership in advancing the conditions and amenities at several facilities. DDAA seeks to leverage their funds with Town funds to complete the following projects:

- Reconfigure Vets Field to meet shorter youth softball dimensions.
- Create additional paved parking in unused area of Vets Field.
- Upgrade/remove netting and install new fencing.
- Build new batting cages.
- Improve concession stand at O'Hara and small building for Vets Field.
- Install concrete pads for dugouts at Vets Field (DDAA participating cost).
- Install new scoreboard for Vets Field (DDAA participating cost).

The estimate for these projects is \$250,000 and work would be conducted after the Spring 2024 season.

Additionally, the Town needs to address renovations for the Alexander Carr lodge, which is estimated to cost \$150,000. Improvements include upgrades to the siding, chimney, new deck and interior needs. This project will be a renovation of the existing structure as opposed to a full demolition and rebuild as previously envisioned. This project would be constructed in Summer/Fall 2023.

A final minor project would entail upgrades to the Alexander Carr playground structure, due to the condition of the equipment, which will be budgeted at \$59,145.

The bond sale requires that the borrower utilize all bond proceeds within five years of the issuance of the bond. Concurrence with the projects set forth above would leave a balance of \$500,000 in the bond fund. It is staff's intention to apply the balance to any projects where competitive bids exceed estimates; the Council will be requested in Spring, 2024 to transfer any remaining funds to replace some/all the \$500,000 investment into Hood Park improvements currently secured from the DCC TIF fund balance.

**FISCAL IMPACT**

No new tax impact as the bond has been issued and the Town is currently paying principal and interest payments. The shift in the Hood Park funding mechanism would allow the Town to utilize the full amount of the bond proceeds as required by the lender.

**RECOMMENDED ACTION BY COUNCIL**

Staff recommends Town Council vote affirmatively to approve the attached resolution.

**RECOMMENDED MOTION**

See Resolution #2023-014

\* \* \* \* \*



# RESOLUTION

Number 2023-014

To Authorize the Use of Bond Proceeds for Certain Recreation Facility  
Improvements

---

WHEREAS, Section 5.1 of the Town Charter designates the Town Council as the governing and legislative body of the Town; and,

WHEREAS, the Council previously authorized a Supplemental Appropriation for Recreation Facilities pursuant to Resolution #2018-067; and

WHEREAS, the Town Council previously authorized the Town Administrator to implement Phase I of the Recreation Facilities Plan pursuant to Resolution #2020-031; and

WHEREAS, adequate funds are available to further invest in recreational facilities;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the Town Administrator is hereby authorized to obligate the sum of Four Hundred Fifty-Nine Thousand One Hundred Forty-Five Dollars (\$459,145) from the Recreation Facilities Bond for the following projects:

Baseball Facility Improvements, primarily at Vets/O-Hara Fields	\$250,000
Alexander Carr Park Lodge Renovations	\$150,000
Alexander Carr Park Playground Structure Upgrade	\$ 59,145

This Resolution shall take effect immediately upon its passage.

Adopted: February 21, 2023

Attest:

\_\_\_\_\_  
Joshua Bourdon, Council Chair

Date: \_\_\_\_\_

\_\_\_\_\_  
Cristina Guilford, Town Clerk

Date: \_\_\_\_\_

Archival Ref: TC agenda item #23-18

---