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Durham Recreation Committee Minutes
November 12, 2026 – 7:00 p.m.
Durham Community Center – Room One

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Call to Order/Roll Call: 7:01 p.m.

Roll call conducted by Chair Janet Morganti.

Seating of Alternates: Kathy Marzano seated for Mallory Castro; Brian MacDuff seated for Stephanie Fisher.

Pledge of Allegiance recited.

Approval of Agenda: Chris Balay moved to approve the agenda as amended, seconded by Kim Brackett. Motion passed.

Approval of October 8, 2026 minutes: Chris Balay moved to approve, seconded by Kim Johansen. Motion passed with two abstentions: Rita Van Steenbergen & Kathy Marzano.

No public comment.

Trunk or Treat – October 24 Recap

- Members agreed that the event went well. Brian Medeiros reported positive feedback from families, including compliments on the ice cream truck and participating trunks.
- The ice cream truck operator waived additional charges after distribution exceeded the amount originally budgeted.
- Members suggested sending a thank-you email to registered trunk participants.
- Discussed shortening next year's event from two hours to approximately 90 minutes and additional coordinating with Middlefield's event.
- Discussed recognizing the best decorated trunks rather than awarding costume prizes; no formal change was voted on.

Holiday Lights Decorating Contest

- Discussed categories: America 250 (special category), Best Inflatables, Over the Top, Best Farm Theme, Simple & Spirited, Most Traditional, Youth Display, No Judgment (display only, not judged), and People's Choice (overall public vote).
- The No Judgment option would allow households to appear on the map without competing for an award. Category descriptions will be clarified on the registration page.
- Agreed to revise the registration deadline to December 8; committee judging is planned for December 10–14, with winners announced around December 17. People's Choice voting is scheduled to close December 27.
- Display signs are expected to go out beginning December 10. Members discussed creating a map and short videos of participating homes to help the public view and vote. Kim Brackett volunteered to create the videos and map.
- Brian MacDuff shared sample laser-engraved wooden ornaments as possible participant or winner keepsakes. Members discussed incorporating the town seal, the year, America 250, and changing Durham landmarks annually for future years' ornaments. Final design and distribution were not voted on but Brian MacDuff will coordinate with Chair Janet Morganti to finalize.

Holiday Market – December 19

- Chris Balay moved to hold the Holiday Market on Saturday, December 19, from 10:00 a.m. to 2:00 p.m., seconded by Rita VanSteenbergen. Motion passed unanimously.
- Approximately 20 vendors had expressed interest with 12 already registered; organizers discussed a limit of 25 vendors and fees of $20 for one table or $30 for two tables.
- Vendors are required to provide registration materials and proof of insurance; food vendors must confirm any applicable health-district permitting requirements.
- Friday setup and Saturday vendor arrival beginning around 8:30 a.m. were discussed. Volunteers were encouraged to assist with setup and breakdown.

Tree Lighting – December 5

- Discussed providing hot chocolate, cookies, and Bevin Bells; volunteers will distribute raffle tickets for the tree-lighting switch ceremony.
- The event is expected to begin with activities around 4:00 p.m., with tree lighting after 5:00 p.m. The proposed laser light show remains unconfirmed.
- Discussed coordination with Santa's arrival and the fire department. The Stuff-a-Cruiser donation event was also referenced for the afternoon.

Approval of 2027 Meeting Dates

Chris Balay moved to approve the proposed 2027 meeting calendar, seconded by Kim Johansen. Motion passed unanimously.

- Meeting dates: January 14, February 11, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, November 18 and December 9, 2027.

Recreation Director Report – Brian Medeiros

- Thanked volunteers for the successful Trunk or Treat event and expressed interest in expanding participation next year.
- Youth basketball registration is underway with encouraging participation and coaching interest. Plans call for separate coordination of Kindergarten–Grade 2 clinics and Grades 3–8 programming.
- Two "What The Fudge" fudge making classes are scheduled for December 1 and 17; Pam's Picassos is planning a December art class.
- Adult co-ed volleyball and men's basketball seasons are concluding. Access to school gym space remains limited, with additional use under discussion for early 2027.
- A community Fun Run, formerly the Durham 4K, is scheduled for Saturday, November 28 at approximately 10:00 a.m.; advance registration and a timed course were discussed.
- Community holiday meal donations are being collected for local families, and the Giving Tree will be established after Thanksgiving.

Other Business / Member Terms

- Chair Janet Morganti reminded members whose terms expire at year-end to notify her or the appropriate town office regarding reappointment interest. Janet also expressed her intent to step down at the end of her term.

No further public comment.

Adjournment

Chris Balay moved to adjourn, seconded by Kathy Marzano. Motion passed. Meeting adjourned at 8:17 p.m.

Respectfully submitted,

Brian MacDuff