



## Facilities Naming Committee

March 29, 2023

### **Draft Meeting Minutes**

City Council Chambers

12:00 p.m.

1. Councilor Nyhan, Chair, called the meeting to order at 12:03 p.m.

Councilor Keith Nyhan and Councilor Candace Bouchard were present. Councilor Matson was excused. City Clerk, Janice Bonenfant, and Concord resident Ken Moulton were also present.

2. Approval of the January 12, 2023 Meeting Minutes.

**Action:** Councilor Bouchard moved approval of the meeting minutes. The motion was duly seconded and passed with no dissenting votes.

3. Meeting overview by Committee Chair, Councilor Nyhan.

4. Council referral to the Facilities Naming Committee.

- Communication from Kenneth C. Moulton, Concord resident, requesting consideration be given to naming the tennis court at Memorial Field after Coach Harvey Smith, who passed away in April 2022.

**Action:** Committee members reviewed proposed signage as submitted by Ken Moulton, who worked with Jim Major, Highway & Utilities Superintendent, to come up with designs. The cost to produce the sign is \$80, which will be paid for with contributions from the public. Mr. Moulton indicated that Coach Smith's family preferred Option B.

After brief discussion, Councilor Bouchard moved approval of suggesting the Option B signage to City Council, noting that the word 'The' within the third line of the sign should be lower case. Councilor Nyhan agreed with Councilor Bouchard that Option B should be the final recommendation from the committee for proposed signage.

Councilor Nyhan indicated that he spoke to David Gill, Parks & Recreation Director as to whether or not Mr. Gill felt it necessary to have the Recreation & Parks

Advisory Committee review the Facilities Naming Committee recommendation. Mr. Gill indicated he was comfortable with whatever the Facilities Naming Committee recommended.

Discussion ensued as to what might be the best location for placement of the sign. Committee members indicated that if naming the tennis courts at Memorial Field in honor of Coach Harvey Smith was approved by Council, they would suggest Mr. Moulton work with General Services staff for the best placement location.

5. At 12:18 p.m., there being no further discussion, Councilor Bouchard moved to adjourn the meeting.

*A true copy: I attest:*

*Janice Bonenfant  
City Clerk*