

**Town of Chesterfield
Parks & Recreation Commission
Meeting Minutes
September 20, 2017**

Present: Erik Barnes, Joe Hanzalik, Don LaFontaine, Dewey Auger, Fran Shippee; Peter Zampella, director

Call to Order: Barnes called the meeting to order at 6:07 pm.

Hanzalik made a motion to approve the minutes of the August 29th meeting. LaFontaine seconded the motion, which carried unanimously

Barnes noted that the Shopkeep sales items which were placed under the wrong category when the program was set up will not transfer to the new category when changed. Two reports will have to be generated for these items.

Director's Report:

List of items to be repaired/replaced as soon as possible:

North Shore:

New posts for the building where the existing posts don't touch the footings (cost should include the price of jacking up the building when repairs are done); paint exterior of the building; new shingles on entire roof; small lighting issues on interior of building.

Rec Building:

Two new front doors; winterize the entire building.

Concession stand:

Paint interior and exterior of building; close in attic hole with plywood; door facing lake needs replacement or repair; new stalls, toilets, sinks & urinals; vent fans in bathrooms, outlet covers.

Cottage:

Insulation; wood stove; heater inspection; interior paint; gutter over front door; new front steps; new toilet.

DOL inspection – a DOL representative had an informal hearing with Peter and Rick. There is a \$1,400 fine since 15-year-olds cannot lifeguard in a “natural outdoor setting” but they can at pools. This fine will likely be waived upon completion of the investigation. Also handwritten notes from parents for minors stating their approval of employment are not acceptable. Peter will get correct documentation for future employment.

Soccer – 3 new soccer balls were donated, other equipment has been purchased. Teams for K-1 and 2-3 have started practice and games. There are only enough players for one team on the 4-6 grade level. There was a delay in notifying families of the schedule in case more kids signed up and a second team was a possibility. Practice will start this coming weekend with games against Hinsdale, Hilltop Montessori, Brattleboro & Westmoreland. Refs are needed and will be paid \$15.00/game.

Peter attended a Wellness Committee meeting at Chesterfield School. They are part of the Healthy Monadnock 2020 program.

The gazebo has been delivered to Ware's Grove, electricity will be coming soon. Truck or Treat planning is happening this week with the Friends of Chesterfield School. Field reservations have been for the field hockey program. Pickleball lines will be painted soon.

Peter will get costs on all the above building repairs. A request for money from the Building Reserve Capital Fund will be drawn up. Peter will also put together a packet for the commission of all required hiring documents for minors and also information packets for all Parks & Rec sports programs. Other things to be done are sales reports for daily visits and season pass visits from Shopkeep, a wish list for supplies (such as buoy lines) for Ware's Grove, North Shore and rec program. Also, buoys should be put up inside the rec building.

Highway Department will be putting up silt fences at the beach for the winter to help with erosion problem. They would like the funds for this to come from the Parks & Rec budget.

Following are the meetings for the next 4 months to be held in the OEM room at the town office:

Tuesday, October 24th – 6:00 pm

Tuesday, November 28th – 6:00 pm

Tuesday, December 19th – 6:00 pm

Adjournment

With no other business to conduct, a motion was made by Barnes to adjourn at 7:05 pm. Auger seconded the motion, which carried unanimously.

Fran Shippee
Secretary