

Town of Chesterfield, N.H.
Parks & Recreation Commission
Meeting Minutes
June 15, 2015

Present: Erik Barnes, Dewey Auger, Joe Hanzalik, Dan Robel; Fran Shippee Absent: Joanne Condosta, John Melvin
Public Present: Don LaFontaine, Diana Warhall

Call to Order: Barnes called the meeting to order at 7:05 p.m.

Minutes: *Barnes made a motion to approve the May 18th minutes as amended. Hanzalik seconded the motion which carried unanimously. Auger made a motion to approve the May 11th minutes as written. Barnes seconded the motion which carried unanimously.*

Vendor agreement: Barnes will send the final vendor agreement to Diana Warhall. He has her insurance certificate which is effective today, 6/15/15.

Yoga at the Beach: Natalie Knowles will be teaching yoga classes at Ware's Grove starting Wednesday, July 15th. Classes will be from 6:00 to 7:15 a.m. and will continue for six weeks. Barnes will do a vendor agreement, get an insurance certificate and file both with Rick Carrier.

Director's report: Dan Robel reported on current sales numbers. Daily deposits are brought to the town office by Robel and then deposited in the bank by town treasurer Ed Cheever who is bonded. Gift certificates will be offered by Parks & Rec. Details on how they will be handled will be discussed at next month's meeting.

Robel was given permission to give a season pass to the library for the winner of the 2014 silent auction.

The amount of petty cash currently at the concession stand is \$200.00 (\$100/drawer). A decision was made to increase that to \$300.00.

Robel asked about how much labor could be used at the North Shore beach. He was told to use what labor was necessary to make it presentable.

It was decided to use the area to the left of the rec building for horse shoes and/or a picnic table.

Robel brought up the issue of hiring family members. The board has no problem with having family members working together.

The registration and information form for soccer will be going home this week through the school.

Robel is starting an 8-week Ultimate Frisbee session soon for 14-25 year olds. It will be at the school's lower field and the dates have been approved by the school.

A request for two credit cards (Staples & Dick's) was made. *Barnes made a motion to approve the request. Hanzalik seconded the motion which carried unanimously.*

The Parks & Rec website will have a Paypal option to pay with a credit card for sports programs as well as summer rec program fees and season passes. Paypal only allows credit card payments to one bank account. Since sports program fees go to the revolving account and rec program fees and season passes go to the town budget account, a solution will be needed to resolve this problem. Shippee will meet with Ed Cheever and Rick Carrier on Tuesday, 6/16 to come up with a solution which may involve the creation of a third account out of which payments will be transferred to the revolving fund and the town account.

Parks & Rec board members: John Melvin has resigned from his position on the commission. His spot has been applied for by Don LaFontaine. He will be meeting with the selectmen on Wednesday for

their decision. Joanne Condosta has not been a regular participant at meetings. Since she has not been at least the last four meetings, *Barnes made a motion to remove her from the commission. Hanzalik seconded the motion which carried unanimously.* The board of selectmen will be asked to approve this decision at their next meeting. With the loss of Melvin on the board, there is no vice chair. *Hanzalik made a motion to nominate Auger as vice chair. Barnes seconded the motion which carried unanimously.*

Spofford Triathlon: Robel was asked to organize this event for the summer. Dan will call Melissa Metivier to figure out the details of how it was done in past years. The event will perhaps take place on Labor Day weekend.

Capital Building or Maintenance Program: Jon McKeon would like information on all of the four parks & recreation buildings (cottage, rec building & concession stand at Ware's Grove and the building at North Shore). The purpose of the information is for planning for the replacement and/or maintenance of parts of these buildings such as flooring, windows, heating systems, etc. Barnes will work with Robel to provide this.

Life Guards: Diana Warhall would like to hire life guards who are also employed at Ware's Grove for her swim program at North Shore. She was given permission to do so and also to post her brochure with dates and times at the building at North Shore. All vendors will also be able to post their program information on site.

Misc: Barnes discussed the possibility of changing the night of the Parks & Rec meeting. As there was a conflict with each proposed date, it will remain on the third Monday of the month for now. Buoys will be up at North Shore by this weekend.

The next meeting will be held at Ware's Gove on Monday, July 20th at 6:00 pm.

Adjournment

With no other business to conduct, a motion was made by Barnes to adjourn at 8:20 pm. Auger seconded the motion, which carried unanimously.

Respectfully submitted,
Fran Shippee
Chair Erik Barnes