

**Town of Chesterfield, N.H.**  
**Parks & Recreation Commission**  
**Meeting Minutes**  
**February 16, 2015**

Present: Erik Barnes, Dewey Auger, John Melvin, Joe Hanzalik, Joanne Condosta, Dan Robel, Elaine Levlocke, Selectboard Representative; Fran Shippee

Public Present: Diana Warhall, Don LaFontaine

Call to Order: Barnes called the meeting to order at 6:19 p.m.

Minutes: *Barnes moved to approve the minutes of January 19, 2015 as written. Condosta seconded the motion, which unanimously carried.*

Discussion

Vendor Agreement – There has been no response yet from the town’s lawyer regarding adding an end date to the agreement, insurance (W/C) requirements, program endorsement (does including a program in our advertising constitute endorsement) and requirements on getting bids from other vendors. A decision was made that if the vendor agreement is not in place by next meeting (March 16) that Parks & Rec will go forward with the swim program as it exists currently for this year.

Nonpublic Session

*Barnes made a motion to enter non-public session per RSA 91-A:3 II (b) at 6:45 p.m. Melvin seconded the motion, which carried unanimously. Roll call vote: Barnes, Yes; Melvin, Yes, Auger, Yes; Condosta, Yes; Hanzalik, Yes.*

*Condosta moved to adjourn from nonpublic session and seal the minutes at 7:15 p.m. Hanzalik seconded the motion, which carried unanimously. Roll call vote: Barnes, Yes; Melvin, Yes; Auger, Yes; Condosta, Yes; Hanzalik, Yes.*

Website

Melvin and Robel are to meet with Prospect Park Press on February 17<sup>th</sup> to have a website designed. The cost and completion time frame are to be determined.

Public Input

Diana Warhall had questions about the vendor agreement specifically when the agreement will be finalized and about insurance requirements. She plans to pay for her own lifeguards and pay Parks and Rec a fee if necessary. If her swim program happens, it will take place from early July through mid-August.

Director’s Report

Intramural basketball dates are set up. The cost will be \$5/student for 14 sessions (2 per week for 7 weeks). The details on the sponsorship from the Lions Club will be known by the end of this week. Students from towns other than Chesterfield can play for a higher fee. A certificate of insurance is needed for the school.

A free program for adults will start in March on Friday nights from 6:30 to 8:00 in the school gym. There will be a sign-in sheet for this program to collect information for newsletter distribution.

Dan needs office space and will ask Rick Carrier about availability at the town office. There may be a contest to design a logo for Parks and Rec with a beach pass as the prize. There is now a Facebook page set up.

CPR and First Aid classes are tentatively scheduled for March 9 and March 11 from 5 – 9 pm. The maximum number for each class is 12-15.

The possibility of a morning program at the school was discussed. The program would run from 6:30 to 8:00 am. Cost to be determined.

Pricing for Ware's Grove admission was discussed. New lifeguards will be needed this year.

### Adjournment

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

Respectfully submitted,

Fran Shippee

Chair Erik Barnes