

Town of Chesterfield, N.H.
Parks & Recreation Commission
Meeting Minutes
August 28, 2018

Present: Fran Shippee, Dewey Auger, Erik Barnes; Samantha Hill (director); Norm Van Cor (selectboard representative) Absent: Joe Hanzalik
Public Present: Jeff Scott, Hunter Robinson, Darlene Smith, Joanne Crowder, Chris Cutler

Call to Order: Barnes called the meeting to order at 6:01 pm

Barnes made a motion to approve the minutes of the August 13th meeting. Auger seconded the motion, which carried unanimously

Public Input: Darlene Smith stated that there were 135 people on the beach and that the bathrooms in the Snack Shack were closed to the public. She further stated that the beach is supposed to be open from Memorial Day to Labor Day. The trash cans have been removed and restroom supplies are low due to the end of the season. She brought supplies for the bathrooms to the beach this morning and volunteered to keep the beach and restrooms clean in order to keep them both open until Labor Day. She approached Sam Hill (director) at the beach, using some harsh language which she apologized for. She would like the bathrooms to be open through Monday, September 3rd.

Joanne Crowder also was concerned about the lack of bathroom access at Ware's Grove this week and also had questions about the lack of lifeguards on a weekend in July and the continued erosion issue at North Shore.

The commission consensus was that the bathrooms should remain open through Labor Day. Sam will not be at the beach from Thursday through Sunday evening. The selectmen and commission members have all volunteered to go to the beach during this time to keep an eye on it. Two Snack Shack employees will be opening and closing the gate from Thursday night through Sunday morning.

Barnes would like all commission members to go over the director job description and the commission duties and responsibilities and bring their comments to the next meeting.

Director's Report: There is still equipment out for service. Sam will have Chris Lord collect this equipment and take care of getting it repaired.

There was a lifeguard save at the beach on August 21st. The Keene Sentinel ran a story about it. The last day of beach staff coverage (lifeguards and snack shack) was August 26th as all employees have returned to school. The winterization process has been started. Olivia Cotter and Sam will remove the buoys on September 15th.

Elm City Electric finished getting the Snack Shack and the Rec Building up to code. Light switches will be installed in the bathrooms at Ware's Grove and North Shore.

The current yoga instructor will be back next year. Sam will ask him to complete a contract agreement and provide insurance information.

Soccer registration is finishing up. Sam will be doing team assignments and game scheduling soon.

The before school care program director Zoe Ferrin was officially hired this week. There are 4 kids signed up with 2 more coming soon. There are notices on Facebook. There were questions about how this program is funded. Do the income and all expenses both come from the general fund or do the income and incidental expense both go to the revolving fund with payroll from the general fund? Answers will need to be provided by the selectmen. Customer information will be added to Shopkeep.

The Community Yard Sale at Ware's Grove is still scheduled for September 15th.

The Town Hall will be reserved for the concert scheduled for the evening of September 15th in case of bad weather. There will need to be a Parks & Rec representative there if it is held in the town hall. There was discussion about whether BYOB is okay at the town hall at these events. Sam will talk to the selectmen about that concern.

Parks and Rec will be represented at the Old Home Day event with a bounce house which Sam has borrowed.

A heating system will be installed by L&G Propane at the cottage – the cost is \$5,200. Another bid is coming for insulation. The money to pay for the heating system will be taken from the fund to pay for the Snack Shack roof which was determined to not be necessary at this point.

The floor in the bathroom needs to be repaired and the roof is leaking. Chris Lord will be contacted about this.

Beach erosion update from Norm Van Cor – The property line is set at Ware's Grove. This information has been given to Fuss & O'Neil. There will be one more meeting between Fuss & O'Neil and the selectmen and then permits will be applied for with the DES. The town will then put out a Request for Proposal for both Ware's Grove and North Shore. The amount of the final bid will determine the warrant article for the March town meeting. Work on the project will be planned for very early spring.

The property frontage at Ware's Grove was originally written as 440 feet. A cursory measurement taken by Norm Van Cor came up 100 feet short of that.

The North Shore neighbor who put in an underground line across town property will have to have it removed.

There was discussion about the budget. We are over projected numbers for income and overall expenses are currently \$40,000 under budget.

There is a front entrance redesign currently in the works.

Three new lifeguards had one-half of their certification fees paid out of the Parks & Rec budget. The other half will be paid if and when they complete a full season of lifeguard employment at Ware's Grove. Two of the three will probably not be returning next year. Of the other 9 lifeguards, only 4 will be returning next year. Shortage of lifeguards is a serious problem for us and many other nearby communities. Sam will look into getting older, more experienced lifeguards to work for us at a premium.

The purchase of an AED for Ware's Grove will be added to the budget for 2019.

Sam Hill will be getting trained to provide CPR, First Aid and AED training to Parks & Rec staff.

There was a question about prices and any increases for 2019. The commission will talk about potential increases in the summer rec camp fees and CIT fees later this year.

Barnes moved to go into Nonpublic RSA 91-A:3 II (a&c). The motion was seconded by Auger which passed unanimously.

Roll call vote: Barnes – Yes; Auger – Yes; Shippee – Yes.

Barnes moved to come out of nonpublic. Auger seconded the motion.

Barnes moved to seal the nonpublic minutes. Auger seconded the motion.

Roll call vote: Barnes – Yes; Auger – Yes; Shippee – Yes.

There was discussion about the status of the recently purchased Parks & Rec truck from Auto Mall in Brattleboro. It was determined that the truck should be returned for a full refund as Chris Lord and the to-be-hired town handyman will be taking care of all jobs that would require the use of a truck. The money which was put into an expendable trust for the purpose of purchasing a truck will be re-assigned for another use.

Upcoming meetings: Tuesday, September 25th, 6:00 pm
 Tuesday, October 30th, 6:00 pm
 Tuesday, November 27th, 6:00 pm
 Tuesday, December 18th, 6:00 pm

Adjournment

With no other business to conduct, a motion was made by Barnes to adjourn at 7:39 pm. Auger seconded the motion, which carried unanimously.

Fran Shippee
Secretary