

Peterborough Recreation Committee, (PRC), Meeting
Roland "Beaver" Jutras Recreation Building
Minutes of January 13, 2010, 7:00 PM
(Approved)

Attendees: Tina Kriebel, Chair; Doug Thompson, Assistant Chair; Paula Stewart; Jeffrey M. King, Recreation Director; Craig C. Fraley, Program Coordinator; Robert Lambert, PRD/Budget Committee Liaison and Lisa A. Betz, Administrative Assistant/Minute Taker.

- I) Meeting called to order: at 7:02 PM by Tina.
- II) Approval of Minutes: Doug moved to approve the Minutes of December 2, 2009, as written. Paula seconded. Unanimous approval.
- III) Director's Report: There have been a couple date changes in the budget review process. As far as the budget goes, merit raises and insurance cost changes have been inserted by the Town Administration.
 - A) It is being recommended by the Director that a "Friends of" group be created to raise funds for the new community center. This type of organization would have to get a tax-exempt status 501(c)(3) and the monies could benefit armory renovations and programs such as the Senior Lunch Program.
 - 1) Paula moved to investigate the organization of a committee like this but not act on any outcomes until presented before the PRC. Doug seconded. Unanimous approval.
 - 2) It was noted that by-laws would also have to be developed.
 - B) Regarding the ice skating arena: There is a developer that is seriously interested in building an ice rink close to ConVal. The PRD has pushed out its CIP rink-related until further information is available.
 - C) The recreation department software was discussed. The original developer of Park District (the PRD's current software program) has washed his hands of the product. His brother, who will not be helped by the originator of the program - wants to develop a new program called Rec Populace using ideas and feedback from existing recreation departments including ours.
 - 1) If the PRD aided in the development of a new program, we would be able to purchase the program at a substantial cost reduction.
 - 2) It would provide the PRD the opportunity to be involved in the creation of the program, therefore we would almost be receiving a "customized" piece of software to better suit our needs.
 - 3) We anticipate that online registration with the ability to pay by credit card would be part of the system.
 - 4) The committee would like Jeff to consult with Fash, the Town's GIS Technician and see if he has any concerns about doing the above proposed development.
 - D) A reminder was given that the Revolving Fund Report has reverted to its original format providing information from its inception in 2003 to the present.
 - 1) Regarding sport related programs, Jeff noted that philosophically, the PRD is trying to charge similar prices for similar programs, such as youth sports.
 - 2) Holiday activities, such as the Trail of Terror and Easter Egg Hunt, are running at a deficit because we'll never make money on those programs. We wouldn't charge a fee to do the Easter Egg Hunt, for example.
 - E) Jeff and Doug sat down with the Peterborough Cal Ripken board members prior to the PRC

meeting. Jeff commented that it was a good meeting.

- 1) It was agreed upon that the PRD would receive \$10/head, up to a maximum of \$1,000. The expectation is that this fee would increase over time assuming that the Cal Ripken League is able to withstand it financially.
 - 2) Due to the reciprocal relationship of the league where teams play home and away games using all the various participating towns' fields, there will be no resident versus non-resident fee differential.
 - 3) A proposed MOU will be drafted.
 - 4) Jeff and Doug are convinced that the advertising sign issue on the PRD fencing should not be addressed at this time. Paula mentioned that there should be no exclusivity of fence space for Cal Ripken only. Tina agreed. This will have to go into the final copy of the MOU which needs to be presented before the PRC before the final MOU is attained.
 - 5) The PRC noted that the Cal Ripken League should be held responsible for fixing their own signs.
 - 6) Issues that the PRC feels are important to include in the MOU are the exclusivity of use of the fence, storage fees, water and electric fees as well as a percentage of sales if they do indeed utilize the ConVal concession trailer on PRD property.
 - 7) Next month, the PRC would like to see a draft of how the concession trailer would be used, fees incurred, expectations as well as expected profits. They would also like to have an answer on any liability issues with the trailer or hot dog cart being used by other organizations. By having this info, the PRD/PRC can maintain a consistent stance with other organizations.
 - 8) The triathlon committee is coming closer to establishing their first meeting regarding the management of the revenue generated in Aug of 2009. Craig asked Doug to stay tuned.
- F) During the discussion with the Cal Ripken Board, they raised the issue that the Peterborough Wave Swim Club does not, other than paying for non-resident season passes, pay a fee to use the pool even though they use it heavily during prime times in the summer. Jeff and Doug felt this was a good point and it should be discussed further. The PRC would like this topic on the next agenda.

IV) Program Report: No comments/concerns noted.

V) Action Item List: Tina went through the list.

- A) Doug's basketball committee and getting a group together to get the program to run more efficiently. He plans to go forward on this by next month.
- B) When the final papers are received for the Armory, the PRC wants Jeff to email all of the members and let them know when they can get into the building to check it out.
- C) The scholarship application process needs to be revisited so there is not recurrent abuse of the program. No date was established to do so. There are 4 issues, in particular, that need to be addressed: 1) have a more workable qualification criteria regarding the scholarship form and process, 2) address "frequent flyers", 3) work off some of the monies due via volunteerism and 4) how to handle applicants who already have an outstanding balance here at the PRD.
- D) The concept of establishing a walking path between schools and the PRD was discussed. Jeff and DPW Director, Rodney Bartlett, have been working on the issue and have been focusing on SMS.

IX) Adjournment: Tina moved to adjourn at 8:40pm, Doug seconded it. Unanimous approval.
Respectfully submitted by Lisa Betz, PRC Minute Taker 01-21-10.