

Peterborough Recreation Committee, (PRC), Meeting  
Roland “Beaver” Jutras Recreation Building  
Minutes of September 1, 2010, 7:00 PM  
(Approved)

Attendees: Tina Kriebel, Chair, Doug Thompson; Vice-Chair; Andrew Dunbar; Paula Stewart  
Jeffrey M. King, Recreation Director; Robert Lambert, PRD/Budget Committee Liaison  
Lisa A. Koziell-Betz, Program Coordinator, Joyce Carroll, Administrative Assistant/Minute Taker.  
Scott Jaynes, Guest

- I) Meeting called to order: at 7:00 PM by Tina.
- II) Approval of Minutes: May: Correction, page 4 - Colleen Stone, not Pauline Stone; Page 4 - Tina did not volunteer to write article (stated instead that there should be a RFP); Paula approved, Andrew second. June: Page 2 - 7 Andrew approved, Paula second.

Jeff reported on the Cal Ripken Award: Wayne Thomas recently retired from the position of president of both ConVal and Peterborough Cal Ripken. Scott Jaynes and Jeff discussed naming a facility after Wayne. Jeff suggested the “Wall of Fame” idea where a series of plaques could be installed honoring individuals who have made significant contributions to the Cal Ripken League and/or the PRD rather than naming a facility after an individual. It was discussed that a plaque installed on the back of one of the Bishop Field dugouts would be the best spot for an honoree. Andrew asked to wait one month, due to proper protocol and short notice. Scott stated that they were looking to have it unveiled in the Spring. Paula asked if it could be both a baseball/softball award. Jeff mentioned that softball might be better suited on Ecco Field where the majority of youth softball is played. PRC tabled the item until the October meeting when Jeff & Scott could bring more details to the meeting.

III) Program Report:

- A. Paula reported that this year’s Playground Program was fantastic, with the exception of children spending money on ice cream treats on Fridays, when the ice cream truck arrived. Jeff said that we don’t have a policy in place to enforce sales in the parking lot. The ice cream vendor has been permitted due to the closing of PRD concession stand. It was suggested that this should be a future agenda item.
- B. Soccer. Paula asked how many board members were on PAYS (Peterborough Area Youth Soccer). Lisa reported that she is on the PAYS board. It was reported that registration numbers for Fall soccer were approximately 215.
- C. Triathlon – Paula asked if we made any money from the Triathlon or received any publicity on the scholarship award, of which half was designated for the Town of Peterborough. Tina questioned whether or not any funds were given out – if it was, how it was administered (and Doug, as Liaison to the Support4Sports Committee,

should have been involved). Andrew remarked that Peterborough did not get any publicity from the event, with the Triathlon website including Peterborough coverage, but three articles from paper did not include Peterborough. Doug stated that Peterborough should not be subsidizing programs that benefit other towns. Tina stated that at the July meeting we agreed to cover lifeguard and maintenance expenses (Erin agreed with the 50% break). Paula stated that area businesses benefit from this event. Jeff said that there is a benefit to the town by hosting because area businesses do see an increase in business due to the race. Those businesses pay property taxes. Having healthy local businesses paying taxes eases the burden on the homeowners. The committee agreed that there needs to be a debriefing of the event, including a financial statement, with the outcome determining next year's program. Jeff stated that he has a meeting on September 8<sup>th</sup> with Erin. Doug asked to be speaker-phoned into the meeting with Erin.

#### IV) Director's Report:

Tina stated that she heard that the programs went well.

Regarding Cunningham Pond, Andrew questioned the lifeguard schedule toward the end of the season. Jeff confirmed that the beach was no longer staffed, with "swim at your own risk" signs posted. It was reported that there was an increase in kayak rentals. Tina asked for tracking/reporting on the rental process. Jeff reported that issues with the beach stickers this year were difficult to police, and that the Recreation Department was trying to implement controls. This was also made more difficult due to the shortage of staff at the pond. Tina said that people were reporting to her that non-residents were obtaining beach stickers. It was suggested that a new policy needs to be in place, with language including termination of access if abused. Jeff supports a policy to that effect and voiced concern that he wanted to keep staff safe, and not exposed to "irate" residents. Tina inquired about an ordinance. Jeff said there is a need to generate other revenue due to budget cuts, and if non-residents were included, it could be additional revenue. This would have to go back to Town Meeting. Andrew volunteered to draft an ordinance and enforcement possibilities. Jeff stated that any ticket should carry a heavy fine, otherwise it will not have the desired effect. Tina asked for other alternatives and scenarios to be presented at future meetings. Tina suggested the possibility of having an open house for picking up stickers on "off hours". It was agreed that there are abuse problems, but that an ordinance would not be a magic fix. There is a need to be proactive, with public relations regarding these issues (highlight residents past abuse). Andrew offered to volunteer at the pond. Paula made a motion to move to the address the issue at next meeting.

B) Water bill: Tina stated that the water bill was 20% more than last year. Jeff provided the detailed comparison from last year to this year. The weather was an important factor. The much better weather led to increased use and evaporation which requires more filling.

C) Amory: Tina asked if the Food Pantry renovations were done by non-recreation town funds, and Paula questioned the timeline for improvements. Tina stated that RFQ's (Requests for Qualifications) for architectural firms had been received, with the funding for

that process coming from the Goyette Grant. Jeff said that RFQ, which was due two weeks ago, had four firms reply. Tina and Rodney Bartlett, DPW Director, will be reviewing the packets. Andrew asked if all board members should be reviewing packets. Paula – nothing for committee to approve. It was agreed that packets would be made available for Andrew to review. Paula asked who is paying utilities for the food pantry. Jeff stated that we can't generate revenue without recreation being in the building. The food pantry is using approximately 10% of the available square footage, therefore once the building is fully operational, Jeff is expecting that the Town will support 10% of the operational costs of the building. The PRC felt it should have been notified that pantry was in process of being moved. Paula – would have been in favor, but should have been made aware. Andrew felt that the board was left in the dark and therefore didn't have answers when questioned by residents. Tina saw the business plan on armory last year but did not think about budget because she didn't know upfront monies were needed because the PRC was under the impression the building would not open for 12 to 18 months. Numbers had not gone through the PRC yet – need to understand % of fees - feasibly needed. Tina and Jeff should have shared whatever information they had, and provided some notice when press is coming out. Andrew agreed that more notice would be helpful. Jeff mentioned that items were coming out so quickly, sometimes with little or no notice even to him. Paula suggested that these issues need to be addressed at a future/longer meeting. Jeff reported that two of the four RFQ packets came from Peterborough firms. Andrew asked for a copy of the RFQ. Tina asked for help with working toward better communication. Should come back at October meeting with recommended firm. Jeff – what it takes for minimal improvements to open – at least clean/paint. Robert asked why we are painting building – who is authorizing improvements.

Maintenance Garage: Tina reported that it is moving forward

Shade structure: Paula said the new playground shade structure was much appreciated.

Tina said we need to make playground improvements with designated/remaining playground funds.

Signs: Tree plaques– will be installed shortly. Fencing signs have been installed.

Playground fees: Tina received feedback on price of program – reached funding level that is not hitting target audience. Tina asked where else we can cut if we plan to subsidize. Jeff said that this matter needs to be discussed further. Paula suggested that we could increase fee for partial day payments. Douglas asked about grant possibilities, and Tina offered to look at funding sources.

Basketball court: Signs needed regarding “enjoyment of park” issue. Andrew offered language from an ordinance. It was agreed that the language needed to be more general. Jeff asked the PRC for some feedback on appropriate language. Tina asked that specific contact information be included on the signage, i.e. Recreation Dept. and police contact.

V) New Business:

A) Press coverage: Andy would like an email prior to newspaper coverage on the

department. Doug - notice on any responses (letter to the editor) from daycare/childcare centers rules and regulations.

- B) Out of town resident fees: Doug suggested a need to create a Town/Recreation Department policy concerning the use recreation property and surrounding towns. Need two-tier, one for towns who want to charge us for usage fees, and separate fee for those choose to partner with the town/department. Paula asked that before the Recreation Commission makes policy, to ask Jeff and Lisa what staff time is needed, and potential complications with the process. Lisa stated that it may reduce program numbers. Jeff gave an example of the summer soccer program. ConVal was not able to accommodate all of the home games and we don't have our own fields. We are administering the program, which is fine as 60% of residents are from Peterborough, however, it is truly a regional program and we don't have enough infrastructure to accommodate the program. Our expectation is that the other district towns should assist us by providing field space as their contribution toward this regional program. If the other towns are unwilling to do this, then that is going to start to have consequences. Some towns may be open to working with Peterborough to administer their programs. Maybe we should initiate dialogue looking at alternatives. It was suggested that the only way to enforce is through the programs, and if a town doesn't have a facility, it could offer funding. Tina asked Doug to look into the matter further. Paula asked what the percentage is for out-of-town residents. Tina asked for report on numbers brought in.

VIII) Adjournment: Doug moved to adjourn at 9:00, Andy seconded it. Unanimously approval.

Respectfully submitted by Joyce Carroll, PRC Minute Taker 09-01-2010.