

Peterborough Recreation Committee (PRC) Meeting
Roland "Beaver" Jutras Recreation Building
Minutes of March 2, 2016, 7:00 PM
Approved

Attendees: Andrew Dunbar, Chair; Stacey Howarth; Heather McClusky;
Jeffrey M. King, Recreation Director; Lisa Koziell-Betz, Program Coordinator; Lauren Martin, Minute Taker

I) Meeting called to order:

- a. Andy called the meeting to order at 7:01pm.
- b. Andy asked if everyone had received a copy of the report he wrote on behalf of the PRC for the Town Annual Report, saying that he did not include a lot of detail. Jeff responded that he usually looks back through the past year's monthly Director's Reports and chooses what he will highlight for the PRD Report. Lacking requests for any changes, Andy said his report will stand as written except for any necessary spelling or grammatical corrections.

II) Approval of Minutes: Andy motioned to approve the minutes of February 3, 2016 as written. Heather seconded. The minutes were approved unanimously.

II) Director's Report:

- a. Budget:
 - i. Jeff reported that the public hearing on the Town Budget held last night was uneventful, except for the comments of one woman who was relatively new to town, who thought the budget as a whole seemed unsustainable. No one else asked questions about the budget.
 - ii. Jeff pointed out the Proposed FY17 Budget Update enclosed in the agenda packets. He noted that the Budget Committee took out part of the erosion study at Cunningham Pond. While we had proposed \$6,600, they cut that to \$3,000. We will have to have that study conducted in pieces. The only thing taken out of the Recreation budget that really bothers Jeff is funds for our printing expenses.
- b. Education: NH Recreation and Parks Association (NHRPA) has begun holding free educational sessions each month, which Jeff and Lisa are attending to earn continuing education credits.
- c. Legislation: With a letter from the Board of Selectmen authorizing Jeff to speak on behalf of the Town of Peterborough, he testified before the NH House Judiciary Committee against House bills 1687 and 1688. Both bills would have opened up municipalities to liability from which they are currently immune. NH Bill 1687 was killed in committee by a vote of 19:1 and NH Bill 1688 was killed in committee with a vote of 18:2. Jeff said the NH Municipal Association will track these and alert us if there are any concerns going forward. Andy commented that Selectwoman Barbara Miller said Jeff spoke well. Jeff explained that as the Legislative Committee Chair for the NH Recreation and Park Association, he called the recreation director from each town that had a Representative on the House Judiciary Committee. Andy thanked Jeff for his effort on behalf of the Town and NHRPA.
- d. Peterborough Community Center (PCC):
 - i. Jeff remarked that the PCC is becoming busier and busier. It looks like it might be an early spring so we may not need to use the gym as much for spring sports practice as we have in previous years.
 - ii. The PCC had been operating in the black for a couple of months but Jeff said that paying a heating bill just put us back in the red. He hopes that will change in the next months.
 - iii. Jeff commented on a handout listing the PRD Usage of ConVal School District properties by program, totaling 115 hours/year, compared to the ConVal School District's usage of PRD properties by program, totaling 416 hours/year. Jeff explained that a year ago we had lots of programs taking place in the schools but now the

only program remaining is adult volleyball. Andy remarked that this program is for the whole community and does not differentiate in fees between Peterborough residents and non-residents, so the school district, by its own policy, should not take issue with it. Jeff noted that he had recently been contacted by the ConVal athletic director to ask if they will be charged for using PRD facilities. Jeff responded that he did not know, and they continued with a conversation about each group's use of the other's facilities over the years. Jeff said this issue stems from ConVal Volunteers for Youth Sports (CVYS) looking for increased gym time for youth basketball next year, which would most likely impinge on our adult volleyball program. The Town Administrator feels, that instead of restricting their use of our facilities, we should charge them for their use. Jeff noted that volleyball is one of the few remaining programs for working-age adults. Andy thanked Jeff for compiling the figures in the handout, noting that the intent is clearly that the use of Town facilities is not without cost.

- iv. Jeff met with the owner of Convenient MD, who will put together a proposal regarding advertising signage at PRD facilities. Andy expressed concern that if one company does this other may also want to. Jeff acknowledged that, stating that based on this experience we can generate policies and rates to use with others. Andy asked if the Town can offer us guidance on this. Jeff replied that signs on the ball fields were handled in the past by Cal Ripken, and that he thinks the PRC may need to create its own guidelines.
 - v. In a related topic, Jeff affirmed that he received an article that Andy had sent him from *Business NH*, listing meeting venues in the state, but Jeff has not been able to do anything with this yet. Jeff recently acquired used desks and chairs, for free, for the PCC office from the building at the corner of Elm Street and Route 101. He learned that there is interest in creating a small convention center at that location and he can imagine how that might bring increased activity to the PCC and Adams Park.
 - vi. Part-time seasonal maintenance workers Bob Kruger and Roland Patten built a wall at the PCC to section off an office and storage area. Jeff is bringing them back early this year on March 14th because spring is clearly coming early. The playground will be busy and will collect trash, and we need to build a lacrosse field. Bob is our winter maintenance worker, intended primarily to maintain the ice rink. This year Bob accomplished a lot of other things besides the rink, demonstrating our need for year-round maintenance. We have a number of facilities which must be taken care of well or they will go to pot. We have no custodial services for the winter, so PRD staff have had to take care of our own cleaning and trash removal.
- e. Youth Baseball: Jeff met with Bill Theriault, who is the new president of the ConVal Cal Ripken League as well as the coordinator for Peterborough Baseball. The League owes the PRD approximately \$2,200 from previous seasons. Bill had hoped to pay the past due amount before June 30th and then pay the amount that will accrue for 2016 *after* June 30th. Town Administrator, Rodney Bartlett, wants the money owed to us from previous seasons as soon as their registrations come in, and he would like the 2016 balance paid by June 30th.

III) Program Report:

- a. Daddy-Daughter Dance: Lisa reported that the dance was really fun, had a great turnout and yielded a large increase in revenue compared to last year.
- b. Pickleball continues to grow, though Lisa explained that lately there has been some drop off in evening attendance. She is not sure why but is considering reducing the evenings the adult program is offered from two to one, and allowing the other evening to become a pickleball family night. This program will definitely continue into the summer.
- c. Ballroom dancing continues as usual.
- d. Tae Kwon Do: Jeff and Lisa have settled communication with the instructors, who thought they could operate more independently.
- e. Andy pointed out that we need to be sure we get a certificate of insurance from CVYS for their

rental of the PCC for indoor soccer/futsal. Jeff agreed and said we would bring this up with them. Andy offered to help, if needed.

- f. February break activities: Lisa explained that we had offered two mornings of open gym time and two afternoons of arts and crafts, but had little participation. Many families seem to leave town during February break. We will offer something again for April break.
- g. Lacrosse: Jeff stated that we have registered with the NH Youth Lacrosse Association the following four teams: U15 girls, U15 boys, U13 boys, and U11 boys. We did not have enough registrations for a U9 boys team but are offering those families the chance to have their child play up on U11. While some of those boys might be appropriate at the higher level, others will most likely not be able to play at U11 so we expect to offer a clinic situation for those kids. For girls, we only had enough interest to register a U15 team. The younger girls who are interested can either play on a boys team or have a clinic opportunity. We are using Dublin School for the older teams and will create a small sided field near our skate park for younger teams.
- h. Softball: Jeff remarked that there is a meeting here tomorrow night for the board. Peterborough's registrations are low. Jeff is pretty confident we will have 10U and 8U teams but he doubts we will have a 12U team. Jeff noted that in a recent conversation with some Temple officials, he learned that girls in that town are playing baseball so that they can play for their own town, rather than play softball in Peterborough. As a league, Jeff said we have had to reach out to Amherst, Milford and Keene to cross schedule with us so we will not be limited to having just two teams play each other repeatedly. Jeff said all of our better players play all summer long on AAU, which is siphoning off the top talent.
- i. The PRD has a block of tickets to the Sunday March 13th Manchester Monarchs game, which Jeff is confident we will sell.
- j. Skiing did well this year. Lisa remarked that we were lucky to have people like Heather McClusky to help us, and that next year we may need to offer more passes for adults who assist with the program.
- k. Seniors: Andy gave a shout-out to Senior Programming Specialist Gloria Schultz, whom he acknowledged for paying attention to many details and putting so much into our senior programs. Andy described being impressed with Gloria's dedication. Jeff noted that Gloria has expanded senior offerings to add Bingo and Tai Chi, and has plans for another game (Bunco) and trips to ethnic restaurants.
- l. Scouting: Jeff commented that the Pack 8 Cub Scouts were very busy last month with Pinewood Derby, Scout Sunday and their Blue and Gold banquet. This month the oldest Cubs will earn their Arrows of Light and cross over into Boy Scout Troop 8. Heather and Stacey H. shared comments about their involvement with Girl Scouts in Peterborough.

IV) Revolving Fund Report:

- a. Jeff reviewed that PCC revenue through January 2016 was \$15,415 and expenditures were \$17,096. After running in the black for the past couple of months, these figures reflect our recent payment of a large heating bill. We did better with heat overall this year and are doing great with facility rentals, and journal entries will help further.
- b. On the second page cumulative report, Jeff pointed out that the Finance Department has consolidated a number of old programs into the category "Former Programs." Jeff has not yet done a journal entry for Summer Teen Challenge, which will bring that program accurately into the black. A journal entry from the Human Services budget will help with the Senior Citizen Luncheon category. Babe Ruth Softball appears in the hole now but will improve as we take in registrations for the new season. We are charging low fees to get people to join. Tennis is pretty much non-existent in this area. Last year we offered just a few lessons but interest was very low. Jeff explained that we are trying to do what the Tennis Association is advising but that is not helping. Jeff remarked that we sold the idea for the tennis court repairs on the strength of pickleball, and will repaint the lines for pickleball after repairs are completed.

V) Scouting: Jeff suggested the PRC read the attached Troop 8 Scoutmaster's Report at their leisure.

The troop has had a ton of activities lately. Both the Boy Scouts and Cub Scouts are about to begin selling Camp Cards, which are store discount cards where each scout keeps half of the \$5 selling price to put toward the cost of his week at summer camp.

- VII) Outstanding Balances Update: Lauren reviewed figures on the Balances Due handout, which show \$1,658.50 collected in the past month and a total of \$5,244.00 collected from outstanding balances since November 2015. Tomorrow, personalized letters are being sent to the twelve families with outstanding balances who did not respond to the strongly worded letters last month, in which we threatened to begin the process of taking the cases to small claims court if we did not hear from them. Andy expressed appreciation for the continued efforts to collect this overdue money.
- VIII) Other:
- a. Jeff included minutes from the last Monadnock Youth Softball League meeting for PRC's information.
 - b. Upcoming meetings: Jeff called attention to the list of upcoming meetings at the bottom of the agenda page. The first day for candidates to file declarations for candidacy is Wed. March 23rd. Heather and Howard's terms will expire this year.
 - c. Due to the Town Deliberative Session on Wed. April 6th, Jeff proposed rescheduling the next PRC meeting to Wed. April 13th.
 - d. Jeff showed a binder of future projects for the PCC. He has the sense the Town may be interested in moving voting to the PCC, which has great implications for how improvements could be made to the facility and grounds without coming out of the revolving fund.
 - e. Heather asked if Jeff has anything more to report about the anticipated closing of The Place To Go and how the PRD might fill that need for after school care. Jeff has spoken with Dr. Greg Kriebel, president of their board, who affirms that they will be closing at the end of this school year. Dr. Kriebel said their program has not been well attended this year so they are not leaving a big void, but Jeff thinks it is still an opportunity for us to fill a need. Unlike The Place To Go, we would have to charge for our program and we could not use their 5013C number or name since their operation will cease to exist. There may be an opportunity for us to pick up on some of the funding they had received.
- X) Adjournment: Andy motioned to adjourn the meeting. Heather seconded. With unanimous approval, the meeting adjourned at 8:27pm. Next meeting: Wednesday April 13th at 7pm.

Respectfully submitted,
Lauren Martin, Minute Taker
March 8, 2016