

Peterborough Recreation Committee (PRC) Meeting
Roland "Beaver" Jutras Recreation Building
Minutes of July 5, 2017
Approved

Attendees: Andrew Dunbar, Chair; Heather McClusky, Vice Chair; Chris Kotula, Secretary;
Ed Juengst, Select Board Liaison;
Jeffrey M. King, Recreation Director; Lisa Koziell-Betz, Program Coordinator;
Lauren Martin, Minute Taker

- I. Call to Order: Andy called the meeting to order at 6:30pm.
- II. Approval of Minutes: Chris moved to approve the June 6, 2017 minutes as written. Heather seconded. The minutes were unanimously approved.
- III. Director's Report:
 - a. Facilities:
 - i. Jeff noted that our facilities continue to have vandalism problems and we do our best to keep up with them.
 - ii. Jeff reported that we just finished an expensive and much-needed project to fix the lights on our fields and courts. We are paying for this out of the Adult Softball line-item in the Recreation Revolving Fund.
 - iii. The automatic fill at the splash pad has been corrected. A hand dryer at Cunningham Pond conked out and needs replacement. A broken toilet handle at the pond has also been repaired. The pool and the pond were both very busy on July 4th. Yesterday we received \$315 in paddleboard/kayak rental revenue. The pool took in a couple hundred dollars, as well.
 - iv. We plan to construct Ga-Ga Pits and Human Foosball at Adams Playground North, near the gazebo. Ga-Ga is similar to dodge ball but is gentler because the ball only hits below knees, and is played on a hexagonal, walled 20' diameter playing surface. Human Foosball is a human-sized version of table soccer, where players hold onto poles that slide back and forth. At the Peterborough Community Center (PCC), we plan to install a bocce court. The standard size is 91' X 13', which will probably affect Francie Von Mertens' plans for landscaping the PCC. Ed asked if anyone has heard anything more about Francie's plans, and concerns were expressed that what she had proposed would be costly to maintain. When questioned where the bocce court will go, Jeff explained that it was initially intended for the Elm Street lawn but after learning about the proposed landscaping plans it seemed the south side of the building might be better. Jeff pointed out that we have to avoid the area where a tent might be set up for a function, concluding that we will need to sit down with Francie again before making a final determination on the placement of the bocce court. Ed remarked that the landscaping plan should not take away usable space from other uses, and Heather pointed out that Francie may not have realized that we had other ideas for the front lawn. Ed noted that during voting, people stood on both sides of the ramp into the building. When it was suggested that Francie come back to the PRC with an update, Jeff said he knows they have met with

the Food Pantry to discuss parking but he did not want to ask them to meet with us again until they have more to show us.

- v. Jeff has spoken to David Croumie from Buildings and Grounds about putting corn hole games in all the Peterborough parks: Adams Park as well as Putnam Park, Depot Park, and Teixeira Park. Jeff said there is a trend in other communities to leave corn hole games and supplies available in public parks. Jeff understands he will have to go to the Parks Committee to get approval. He is hoping our Summer Teen Challenge campers could help build the games. When concern was expressed about damage to the games or supplies due to vandalism, Jeff acknowledged that we might have to occasionally replace beanbags, but he is hopeful that residents would enjoy the accessibility of these games.
- vi. We have received the past-due Cal Ripken money. The Cal Ripken baseball and youth softball seasons have been completed. Jeff has sent invoices to ConVal for using our facilities for tennis and softball. Jeff was told the \$1,000 fee for tennis was more than they had planned. If we calculated the number of hours they used (a couple of hours each day, five days a week, over two months) it would have been more, but Jeff felt this fee was in line with what we charge Cal Ripken. He will work with ConVal to come to a mutually agreeable fee for their use of our facilities. Jeff would like to recoup some of the money we spent on resurfacing the courts.
- vii. Jeff and our 10U softball coach cleaned out the softball room in our storage shed. Jeff plans to continue the process of purging unused items room by room.
- viii. Feedback was requested on Jeff and Andy's responses in the recent *Monadnock Ledger-Transcript* article where an individual questioned swim team accessibility to Adams Pool. There was complete agreement that the current schedule meets the needs of our residents and that it would be unreasonable to close the pool in the late afternoon on hot days for the sake of a small number of swim team families. We have heard no questions or comments from any other members of the public following that article.
- b. Personnel: Jeff enclosed a staff listing in the agenda packets, and he pointed out that 68% of our staff are from Peterborough.
- c. PRC member's departure: Heather needed to exit the meeting. Without a quorum, Andy stated that the rest of the meeting would be for informational purposes only and that no votes would be taken.
- d. Scouting: Jeff noted that the Scoutmaster's Report and a Venture Crew Report, including photos showing the youth in action, were both included in tonight's packets.
- e. Farm Fresh 5K: Next week is our third Farm Fresh 5K race. Bowling Acres will be closed so we will work around that. Our Summer Teen Challenge campers will help volunteer at the race, and Jeff also encouraged PRC members to join us.
- f. August PRC Meeting:
 - i. Jeff remarked that we will need to reschedule the August PRC meeting because the first week of August he will be away at Cub Scout camp and the

second Wednesday of the month will be our fourth Farm Fresh 5K. Jeff will send some possible alternate dates to the PRC for consideration.

- ii. Ed asked if we have any candidates for the open position on the PRC. Jeff and Andy have both approached people, but so far they have not found anyone who is interested and has the time to commit. After trying to brainstorm more possibilities, there was agreement that we do not want to keep have quorum problems. Ed mentioned that the Town may advertise for other openings so he will find out if we can be included.

IV. Program Report:

- a. Lisa reported that after one and half weeks, our summer programs are going very smoothly.
- b. Summer Teen Challenge (STC): Jen and Jordan are working well together and we've been hearing good things from parents of campers. In preparation for camping at Lake Winnepesaukee this week, Jeff taught them fire building and had them practice setting up and taking down the tents.
- c. Playground Program: We have two part-time staff this year, which is giving us a lot of flexibility. Our numbers are not real high but are at least comparable to last year.
- d. Swimming Lessons: Lisa declared that Mother Nature has been problematic for us this year. For the first time ever, she had to find dry land swimming lessons because the water has been too cold for many children.
- e. Trips: We had two full vans for the Tall Ships trip and one van for the Red Sox trip.
- f. Tennis: Our first session was just shy of having enough registrations to run the class, but we are still running it.
- g. Drumming is going strong and participation is growing.

V. Senior Program Report:

- a. Senior Program Specialist Gloria Schultz's report was accepted as written. The senior programs do not cease in the summer, but some of them slow down. Andy remarked that we are so fortunate to have such a strong staff, specifically mentioning Gloria. He cannot understand why more people do not participate in our senior programs.
- b. Jeff commented that he and Gloria are exploring the possibility of coordinating with Community Volunteer Transportation Company (CVTC) to have volunteers drive seniors to our programs in a PRD van. The volunteers would have to go through our usual process of becoming an official volunteer with a background check. While the vans are used all summer by STC, having volunteer drivers might enable us to expand what we are doing with seniors in the fall.

VI. Other:

- a. Included in the agenda packets was a placemat from South Meadow School's winter/spring sports banquet. Last year, Jeff was disappointed that the PRD was not thanked on the placemat for allowing free use of our softball fields. This year, the PRD was listed as a supporter.
- b. Jeff is looking into the possibility of holding adult lacrosse on our small-sided lacrosse field. If the interested folks can gather enough to play, we can keep the field painted.
- c. When questioned if there are any liability, safety or damage issues the PRC should know about, Jeff replied that things are going relatively smoothly. We are way behind

on sprucing things up due to the spending freeze, and we have less manpower because Roland is on light duty for most of the summer.

- d. Cunningham Pond: Jeff mentioned that the pond parking lot has not even been close to full. Chris commented that on Saturday there were plenty of people at the pond but it was not overwhelming. We have sold 65 non-resident pond stickers, noting that 2/3 of the available stickers were purchased without our marketing them much. If we market this opportunity more, we will hopefully bring in more money. A discussion followed about how receptive most residents seem to be about selling non-resident parking stickers.
- e. Adams Pool:
 - i. Jeff has asked the pool staff to keep track of the number of people in the pool between 4:30 – 6:30pm. Our computer software tracks the time people enter the pool but we cannot see what time they leave. Jeff would like to have statistics on the number of people we are serving during this time, in case the issue of the pool closing in the afternoon for swim team comes up again.
 - ii. Jeff is really happy with the chlorination system. Guarino's came to get us started this year and it is running more smoothly than ever before.
- f. Budget items: Jeff mentioned that when it is time to discuss the next year's budget, we need to have the pool painted and seams re-caulked. The pool should be painted every five years and we are currently in year five. The tennis courts should be repainted every five years and the basketball court, because of its excessive wear and tear, should also be repainted every two to three years.
- g. Jeff has asked the police to come by as much as possible. We had a problem with restroom graffiti this morning. When asked about surveillance cameras, Jeff said cameras cannot cover the whole park and it takes extensive time to review them. At this time of year, we cannot just sit and review film. Regarding bathroom vandalism, we can see people entering and exiting the restrooms but we obviously cannot see what takes place in those rooms. Andy expressed appreciation for the safety aspect of viewing activity of people getting in and out of cars. Jeff noted that the saving grace at Cunningham Pond is that people have to drive to get there, and Chris added that we do not have unattended kids at the pond the way we do at the pool. Jeff remarked that the Police Department has a game camera which we could put at the pond if we had a specific issue to monitor. Andy expressed concern for female staff who might be working at the pond alone.

VII. Outstanding Balances Report:

- a. Lauren pointed out that \$715.28 has been collected on old balances since the last report, leading to a total of \$12,572.82 since our concerted efforts began in November of 2015.
- b. At the last report, it was mentioned that our final letter before taking a family with \$406.50 past due to court was returned as unable to be forwarded. We thought we were going to have to write-off that amount as uncollectable. The mother wanted to sign up for our summer programs but called us because her account was frozen. She paid off the old balance entirely with a credit card, as well as paying the full amount of the whole summer of Playground Program and Summer Teen Challenge.

- c. For summer 2017 programs, we have thirteen families with payment plans totaling \$6,981.02. One family has discussed their circumstances with Jeff and has agreed to pay their balance in-full by September first. Another family, who paid their 2016 summer balance in December after having payments automatically deducted from paychecks year-round, intends to have their balance paid in November. The other families all know they need to be paid in-full by the end of their summer programs.
- d. Our small claims court complaint against one family owing \$307.37 was decided in our favor. That family has something like 90 days to pay their bill. When questioned whether it is worth the time and expense to file a small claim, it was agreed that it is valuable to set a precedent that the PRD does not let go of outstanding balances.
- e. Jeff commented that scholarship requests do not have a rubber stamp approval process. Families must demonstrate real need. Our Deputy Town Administrator, Nicole MacStay, has a computer program for the welfare department that calculates need based on provided data about the household. We will modify our scholarship application to include the same required data, so that next year Jeff can bring our applications to Nicole and she can easily determine need. In the past, there has been a lot of guesswork. A discussion ensued about the need in our area and the comment was made that it is surprising we do not receive more scholarship requests. Jeff noted that he has discussed this with Southern N.H. Services in the past and the two primary neighborhoods with the greatest need have families who can't or won't transport their kids to the park for the program which, again, shows the need for community transportation.
- f. Jeff and Lauren remarked that our ability to process credit card payments, which we did not have until we replaced our recreation software, has led to greater success in our being able to collect payments. Andy thanked the PRD for the hard work in collecting monies due.

VIII. Other- Fireworks:

- a. Referring to an article in Monday's newspaper about what fireworks are worth to each town in the area, Jeff mentioned that he is very interested in pursuing the possibility of having the PRD host fireworks on our property. The Chamber of Commerce can no longer do it. Andy mentioned that when the Chamber held fireworks, they were self-supporting because everyone who came through the gates had to pay admission. While concessions could be a good way for youth organizations to raise their own funds, as they were for the fireworks at the high school, Jeff thinks there are a variety of other ways we can raise money in addition to admission fees. Jeff is thinking this could be a day-long event, perhaps with a vintage car "cruise-in" and bands performing throughout the day on a rented stage. We could have the pool be open and charge for premium seating in a float at the pool, and we could have premium parking areas.
- b. Jeff thinks a Class C show would be reasonable for us because a bigger show requires a much bigger set-back, and he thinks most patrons would not notice a difference between a Class C and a larger show. We did not have enough time to plan for a show this year, but Jeff thinks we can do it if we begin planning a year ahead. Jeff thinks it would be appropriate to use some budgetary funding and that Isabelle Miller funds could help.

- c. Pointing out that many people made plans to go out of town this year to view fireworks, Jeff would like to keep people enjoying the holiday and spending money in Peterborough. He will bring some preliminary research to discuss at the next PRC meeting.
- d. Jeff remarked that the office is super busy and Lauren only works 28 hours. There is stress in the office when we do not have time to do what we need to do.

IX. Adjournment:

Andy suggested adjourning the meeting and Chris agreed. The meeting adjourned at 7:58pm.

The date of the next PRC meeting is to be determined.

Respectfully submitted,

Lauren Martin,

Minute Taker

July 11, 2017