

Peterborough Recreation Committee (PRC) Meeting  
Roland "Beaver" Jutras Recreation Building  
Minutes of September 6, 2017  
Approved

Attendees: Andrew Dunbar, Chair; Heather McClusky, Vice Chair; Chris Kotula, Secretary;  
Ed Juengst, Select Board Liason; Guest Ryan Griffiths;  
Guests Elizabeth Labier, HeatherAnn Labier and Brian Beihl;  
Jeffrey M. King, Recreation Director; Lisa Koziell-Betz, Program Director,  
Lauren Martin, Minute Taker

- I. Call to Order: Andy called the meeting to order at 6:31 pm.
- II. Approval of Minutes: Heather motioned to approve the August 24, 2017 minutes as written. Chris seconded. The minutes were unanimously approved.
- III. Presentation from Venture Crew 3165 President, Elizabeth Labier
  - a. Jeff introduced Elizabeth Labier, the (youth) president of Venture Crew 3165, which is chartered to the PRD. Jeff also introduced HeatherAnn Labier, the (adult) crew advisor, and Brian Beihl, the (adult) crew committee chair. Jeff explained that in Venturing, youth members plan and conduct their own meetings with adults ensuring safety and remaining available for guidance. He pointed out that any questions should be directed to Elizabeth, not to the crew adults.
  - b. Elizabeth began by explaining that Venturing is the Boy Scouts of America's co-ed program for youth ages 14 – 21. The youth in each Venture crew choose their direction and plan their own meetings. Venture Crew 3165 is a high adventure crew which was started in April and is available to youth in the Mt Monadnock District of southwestern NH. It is chartered to the Peterborough Recreation Department. They have meetings every week: two crew meetings, one executive meeting, and one high adventure outing.
  - c. Elizabeth narrated a slide show showing activities the crew has been enjoying since their inception. At the spring camporee, they built their own shelters (in the rain) and began learning how to cook outdoors. They have been kayaking to see eagles and canoe camping on Gregg Lake. At week-long summer camp at Camp Bell, a Boy Scout camp in Gilmanston Iron Works, NH, they enjoyed many team-building opportunities and sharpened their outdoor skills. They had fun crawling through a mud obstacle course, mastered a high ropes course and climbing walls, rode ATVs, went motor boating and tubing, cooked their own meals, and were recognized for successfully meeting many leadership and team challenges. Elizabeth stated that learning about each other and identifying various crew members' strengths was fun and valuable for all of them. With nine active youth members, they are trying to recruit more. Youth may join the crew without needing any prior Scouting experience or significant outdoor skills. The big goal they are now fundraising for is to attend the summer 2018 VenturingFest, a national gathering of Venture crews at the Summit high adventure Boy Scout reserve in West Virginia. Elizabeth concluded by thanking

the PRD for serving as the crew's charter organization, recognizing that without the support of a charter organization they would not exist and the crew members would not be having these awesome experiences. Elizabeth was thanked for her effective and lively presentation, and Jeff pointed out that part of Venturing includes teaching and presenting to others.

- d. In response to a question about another Boy Scouts of America (BSA) program, Exploring, Jeff commented that Explorer posts are focused on career exploration. Peterborough Fire and Rescue charters a fire Explorer post. Peterborough Police Department used to have a police Explorer post. The PRD also charters Venture Crew 808, which is the only special needs crew in NH.
- e. In his role as the Mt Monadnock District Chair, Brian Beihl added the comment that the BSA is currently considering integrating young women into the Scouting program beyond Venturing. While a decision has not yet been made, it looks likely that the Cub Scouting program may become co-ed within a year. Brian said that as the Girl Scouts have offered less and less of an outdoor program, we are seeing more and more girls interested in the BSA. He will make sure we are informed about any official changes to BSA membership. The Venture Crew guests then departed.

#### IV. Director's Report:

- a. Budget: Jeff reported that after the current audit concludes, we will get final numbers on the budget. According to his preliminary numbers, we came in under budget expenditure-wise, and over budget revenue-wise. The Capital Improvement Project (CIP) process will start soon, and Ed noted that it will be over by December. Jeff remarked that this is a more compressed process than it used to be.
- b. Facilities:
  - i. The second Ga-Ga Pit has been built. Jeff stated that the second pit was already underway when Chris suggested at the last PRC meeting that we should put the brakes on constructing a second one, but he's confident they'll both be used heavily, especially in the summer months. The Divine Mercy Parish picnic is this Sunday and Jeff is hopeful kids will be playing Ga-Ga. Heather mentioned that PES has just put in a Ga-Ga Pit. Jeff was pleased, noting that once kids know how to play they will use ours. Jeff is also looking at putting in a human foosball game.
  - ii. Cable internet and phone have been installed at Cunningham Pond, along with password protected WiFi. The Town's IT Department is working with Comcast to get the cameras figured out. When asked if there will be cameras focusing on the front gate, Jeff responded that we will not have this initially, nor at the boat launch. The problem with both areas is their distance from the modem. Jeff stated that when we do erosion control at the pond this fall, he hopes to dig a trench and put in a conduit from the cottage across the bridge, through the picnic area, to the boat launch. Cameras cannot be located beyond 326 feet from the modem or the image becomes too pixelated. Jeff does not think we can reach the parking lot from the cottage. He wants to get the boat launch camera figured out first, and will then turn his attention to the parking lot. Comcast is also planning to ditch and put in

a conduit to the arts and crafts building at Adams, which will allow us to place a camera in the pool area. They are currently doing the schematics and contacting Dig Safe. Jeff said the challenge will be figuring out how to get the cameras to look at other areas of the playground.

- iii. Jeff described how we have had trouble with erosion control at the pond for years, because of the steep slope from the parking lot down to the beach. There is a culvert with large rocks behind the main beach area that used to be open, but now there is so much silt covering it that it needs to be dug out. Jeff is interested in possibly building a retaining wall where the grass meets the beach and culvert. While primarily serving as a solution to the erosion, this will also provide an interesting new sitting area and allow us to utilize that grassy area more. On the far beach, about half the beach is now grassed over. We will need to reclaim it by raking it out. This is not a job we can do during the summer when the pond is busy, so we will plan to do it this fall.
  - iv. Our dump truck is currently at the Highway Department garage now for some repairs.
  - v. Adams Pool has been drained and pressure washed. We need to repaint the black lines when the weather turns dry. Budgetarily, we need to repaint the pool. This has not been done since 2013 and chlorine is caustic. Jeff will have the seams looked at, as well. The seams are filled with something like a foam noodle with putty on top of that. Over time, the putty can crack. So far it looks okay but we need to have someone take a look. Pool drains are open during the off season so any water that goes into the pool drains right out. This is the recommended off-season procedure for concrete pools like Adams. In contrast, it is recommended that backyard gunnite pools be drained half-way down.
  - vi. Cunningham Pond was staffed through Labor Day except for that Sunday, because of rain. Now it is time to bring in the dock and lane lines, and clean the cottage. We will bring in some of the summer staff who are still in the area to help with this.
- c. Personnel:
- i. Jeff put the word out to seasonal staff that we have projects to do and can use their help.
  - ii. Jeff wants to ramp up marketing and do more social media marketing because it is more effective. One of our Summer Teen Challenge (STC) kids, Fletcher Maggs, has video snippets from STC on his YouTube page. We have shared this video on our PRD Facebook page.
  - iii. Tomorrow, Jeff will discuss the possibility of an unpaid internship with a ConVal high school girl who is interested in landscape architecture and maintenance. While students' schedules do not always work with our schedule, Jeff tries to make these internships beneficial to us as well as to the participating students.

## V. Program Report:

- a. Lisa's written program report included statistics comparing 2016 and 2017 participation for Playground Program (PP), STC and swimming lessons.
- b. Lisa commented that swimming lesson participation was up this year. When the weather was lousy we held some swim lessons on dry land, which Lisa feels was well received. Our lifeguards were great instructors and some had their Water Safety Instructor certification.
- c. Playground Program: Our program worked well this year with two part-time counselors who could flex their time depending on when we needed extra help. When Chris remarked that there were big swings in participation from week to week, Lisa responded that we used to limit participation because of staffing ratios, but this year's flexible staff allowed us to meet families' varying needs.
- d. Pickleball:
  - i. Pickleball is in full swing with a very enthusiastic following. They currently play every day except Friday and Saturday, and they play twice a day on Tuesday and Thursday. Thursday night is for competitive play. They are about to add Friday mornings to their schedule. There are 74 participants in the group and they are very welcoming to folks interested in learning the game. Players' ages range from mid-forties to mid-seventies. The program has brought in over \$6,000 since its start, and that is with players paying only \$2 per game. On September 30<sup>th</sup>, we will be hosting a pickleball "fun tournament," bringing in players from other towns. Jeff remarked that we hardly ever see tennis players on our courts, but pickleball has been out-of-sight! The other day we had 26 people playing pickleball.
  - ii. Lisa pointed out that when pickleball moves indoors, they will undoubtedly ask about getting more lights in the PCC gym. Jeff noted that the Armory was not set up for sports so the lighting was not great. We spent around \$2,000 to upgrade from fluorescent bulbs to LEDs, but this is still insufficient and hazy lighting for sports. This is as bright as we can get it, though, with the current light fixtures. Jeff thinks PCC lighting may be something we need to address in the future, noting that some ice rinks have horizontal hanging LED lights which are effective, but expensive. Jeff also pointed out that there are a number of breaks in the exterior windows at the gym. There is asbestos in the glazing around the windows. If they are left undisturbed it is fine, but working on them presents complications. We will have to address this at some point but it is another expense.
- e. Lisa just posted the information about our ski program. Crotched Mountain has added fees for Friday skiers. Lessons have risen by \$10 across the board and there is now an extra \$10 fee for lessons on Fridays, so we have decided to switch our program to Wednesdays. Chris remarked that returning to Peterborough Elementary School at 8:15pm on a school night may be a problem for some families. The different evening will undoubtedly prove an obstacle for families with other commitments on that night, but Jeff stated that Crotched Mountain seems to have made it clear they do not want to deal with groups on Friday nights since they're hiking the price. Lisa explained that since Crotched restructured their system last year, we no longer have any financial incentive for running this program.

- f. There are two more Farm Fresh 5K races- Sept. 13<sup>th</sup> and Oct. 11<sup>th</sup>. Jeff had talked with Public Works about adding a “Touch-a-Truck” attraction to the race and he is waiting to hear back from them.
- g. African drumming is doing well.
- h. Portable crafts has been going on for a couple of years. There are eight people who meet twice a month in the PRD meeting room to enjoy fellowship while working on their crafts.

VI. Senior Program Report:

- a. Gloria’s written report was accepted. Andy commented that Gloria is doing an excellent job, putting her heart and soul into these programs. He noted that she really cares about all the people who participate.
- b. Lisa had been worried about the logistics of bringing pickleball indoors on days when the seniors also have programs in the side rooms. On Monday, she asked the seniors to try walking through the storage area to enter the dining room through the kitchen. This enabled them to get to their programs without passing through the gym, and it seemed to work well.
- c. Jeff is investigating the possibility of having drivers from the Contoocook Valley Transportation Company (CVTC) use the Recreation vans to transport seniors to our programs. Jeff has been exploring this with our insurance company and he is not sure we can pull this off. He needs to check how other towns do this.
- d. When it was relayed that a resident suggests we need more publicity for our senior programs, Jeff responded that we do not include senior programs in all of our Constant Contact e-newsletters because some of them are targeted primarily at other age groups. Ryan Griffiths asked if we had tried posting senior opportunities at Monadnock Community Hospital and at the Bond Wellness Center. When Jeff expressed interest in this idea, Ryan said there is a table where community information is made available and he will check who would need to authorize adding our senior program flyers to that table.
- e. Ed asked if the senior Oktoberfest lunch is the event where the ConVal German Club performed last year, which Lisa affirmed. Andy noted that the speakers Gloria has been arranging for the senior lunches have been very well received.

VII. Revolving Fund Report: There was no new information since the last PRC meeting two weeks ago, so the report was tabled.

VIII. Outstanding Balances Report:

- a. Lauren pointed out that since the last report two weeks ago, another \$30 has been collected on old balances (through 2016). A total of \$12,688.07 has been collected since our concerted efforts began in November of 2015. Just over two thousand dollars remains due on old balances. Three families are actively paying small, regular amounts on their payment plans and are slowly whittling down their balances. Two families with a combined balance of \$970.37 have reneged on their payment plans. We have already filed a small claims court case on one of them. The other was sent a

letter threatening court if we did not receive payment by September 1<sup>st</sup>, but we have not yet received the return receipt indicating that the father received our letter.

- b. We now have \$1,839.86 remaining due from Summer 2017. Four families with payment plans should have their balances paid in full by the end of October. Jeff pointed out that much of the remaining money still due is for extended care PP fees. Families do not usually sign up for this in advance, but are billed after the fact when we can see from our sign in/sign out sheets how often they used the early drop off and late pickup options. Invoices have been sent and are being followed up on. Andy thanked the staff for their hard work.

IX. Other:

- a. Andy turned to Ryan, who was present to observe a PRC meeting before offering to join, to ask if Ryan had any questions. Ryan introduced himself by saying that he and his young family have lived in Peterborough for three years, and that they chose to move here because of all that Peterborough has to offer its residents, including recreation opportunities.
- b. It was explained that PRC terms are for three years, and are staggered so that positions do not all turn over at the same time. The PRC is looking to appoint someone to fill the position formerly held by Stacey Howarth, who moved out of the area. The PRC is a five-person board. In the spring, they elect officers. Andy is the current chair, Heather is the vice chair, and Chris is the secretary. As a newly elected member, Kate Coon was unable to serve this year as an officer. It was suggested that serving on the PRC is a great way to become involved, meet people, and serve our town.
- c. Ryan was curious about the ice rink that his family enjoyed when they first moved here, but which was absent last year. Jeff explained that last year we did not install the rink because the Town water ban had continued through the winter. The double whammy was that the weather was too warm and would have made for poor ice conditions, anyway. A few years ago, we had a great winter with skating from Thanksgiving through March, but in 2016 the temperatures varied and it was a challenge to maintain the ice. Many bodies are required to set up the rink liner, so Jeff puts the word out for ConVal's hockey players to help, along with the Public Works Department. Once the liner is in place, we have one part-time worker who maintains it and we own the necessary equipment. Jeff noted that as an outdoor, uncovered rink, the quality of the ice varies a great deal due to weather conditions and due to vandalism when rocks have been thrown onto the ice in warmer temperatures.
- d. Andy explained that the PRC time commitment is for monthly meetings, usually on the first Wednesday from 6:30 – 8:00pm. Heather added that there are occasional Recreation events which PRC members are encouraged to support, such as the Farm Fresh 5K races and the Christmas tree festival. Andy referenced the section on the PRC in the Town Annual Report, which describes the PRC as the liaison between the public and the Recreation staff. Jeff added that the PRC has budgetary oversight, describing how Jeff presents his proposed budget to the PRC for feedback, before taking it to the Town Administrator and eventually to the Budget Committee. The

PRD and the library are the only two departments that have elected policy-making committees.

- e. Heather remarked that it is great Ryan has young children and can bring to the board the thoughts of other young parents. Jeff stated that preschool is an age group we have long felt is underserved in our community. Ryan shared that from his perspective as a doctor of physical therapy, we need feeder programs to help develop athletes. He is friends with the ConVal athletic trainer. Jeff offered to have a sidebar meeting with Ryan to help him get a full picture.
  - f. It was restated that the current opening is to serve out the balance of Stacey Howarth's term. If Ryan was interested in continuing after that, he would need to run for election in May 2018.
  - g. Andy motioned to appoint Ryan Griffiths to the PRC for the remainder of Stacey Howarth's term. Heather seconded. Ryan's appointment was approved unanimously. Andy will tell the Town Clerk, Linda Guyette, that Ryan will be taking this position and will need to be sworn in.
- X. Adjournment: Andy motioned to adjourn the meeting and Heather seconded. With unanimous approval, the meeting adjourned at 8:10pm.

The next PRC meeting will be held on Wednesday October 4<sup>th</sup> at 6:30pm.

Respectfully submitted,

Lauren Martin,

Minute Taker

September 12, 2017