

Plaistow Recreation Commission

Meeting Minutes December 8, 2010

Meeting Called to order at 7:35pm

In attendance: Wendy Moley, Carli Sarti, Pat Buckley, Leona Stevens, Kristin Savage, Dan Poliquin, Sue Sherman, Ed Aziz

Minutes Approved for October 2010: Sue motions, Pat 2nd 6-0

Minutes Approved November 2010: with changes made. Sue motions, Pat 2nd 6-0

Summer Recreation Hiring

- Dates that were suggested, are not the dates that Sean seem appropriate (Sue thinks they are too late).
- Sue wants firm commitment for top two positions for Christmas
- Leona – will kids know what job they are applying? Need to add age requirement 16 or Junior in High School
- Dan mentions that counselors are not something we want to send out to other towns.
- We should advertise our top two positions further out into community. The top two positions need to be part of the hiring process, they need to come to our meetings and get comfortable with us.
- Carli is moving forward to advertise, Carriage, LGC, Public announcement among district, Eagle Tribune, scroll. Union leader.
- Sean told Carli to move ahead.
- Bullet point what applicants need. Carli will work on this and send it to Sue tomorrow.
- Sue does not feel that the town application does not fit this kind of job. Carli will get samples of other applications. Carli does feel that Town application is inadequate. Applications may need Town of Plaistow Form, and Recreation Form.
- Kristin will proof read.
- Add minimum of 6 weeks with random days of training.
- Job descriptions needed for part of hiring process. Carli is going to incorporate what we have and add what is now happening and will email us with this information. Our goal will is to have them completed for January meeting.
- Want to go back to Director, Assistant Director. Counselors in charge of.
- Exit interviews showed them that too many directors.
- One head dog, one second dog and a bunch of counselors.
- Advertising
 - should go out – next week for Carriage Town –

- Tribune, Union Leader for the weekend.
- On the Banner.
- Sue is going to ask Cable if we can do a 2 minute slot.
- Carli will ask about the board, it's supposed to be for events in town.
- Sue needs to mention to Cable about scroll for approval.
- Everything out before the 20th.

Employee Handbook

- Carli wants to send us what we have right now and we are to work on them. Carli is going to send it to us tomorrow.
- We should have a draft for January. Goal to have it complete by February.
- Carli mentions that this is advisory to Sean. He told us that he did not want to be bothered with things like this. He just wants to know there is one.

Policies –

- *Sports* - Hold until Bill can be here.
- *Fee Waiver Policy* – Sean needs to see, then the BOS must see and approve because of monetary values. Ed motions to submit front page as is Pat 2nd 6-0

Sue Leaves 7:30

Second Page – take out one sentence. Send out an FYI approved policy.
Pat motion to accept with revision Leona 2nd 6-0

MASTER PLAN/CIP – We are going to work on in January.

For clarification:

Master Plan is a guidebook to Plaistow, what we have for us, what we have to offer.
CIP is a budgeting tool – What we want to do in the future. Updated every year.

Playscape

- Ordered being delivered this week.
- Dan to check to see if we can store it at Testa
- Hoping to have Playscape ready for Opening Day.

Bill Coye arrives at 8:10

Open Discussion -

Column with ropes around parking lot – Leona – can we have something a little more solid than this

Ice Rink is in and flooded at PARC 40x80. Skofield built it. Everything can be used next year. We need to number the pieces. Highway will plow – they will not maintain the rink. During Vacation – open the gates. Weekend the gates will be open. Someone needs to open the gates. We will have portable toilet put out there. Our recreation impact fee money was used. \$1650. There was \$3100 now there is \$1450.

Yellow Padding Carli is hoping to get Yellow Padding money from Budget. \$1486.87 for yellow padding through Doug. We would have extra. She needs to get comparison. Pricing is good for 30 days. The consensus to take money out of impact fee money.

Sandbox - Maybe do a 40x80 sandbox and it would double as ice rink.

Lions have \$3000 sitting in a bank account for a shelter.

Baseball- numbers so far:

24 - majors

23 – minors

Softball – numbers so far;

u8 – 6

u10 – 9

u12 – 2

u16 – 4

Photo contest – submit for winter contest.

Red Sox - We have Red Sox tickets July 8th August 26th May 19th - one bus for each.

Little League Open Discussion

- Bill Coye – LL wants to donate a hitting tunnel. Go to TM – letter is fine. LL will work with Danny for placement.
- Calendar talk – LL wants to do more fundraising – they want to see more money towards fields. Maybe put a fence around the first field and to earmark the money.
- LL wants to put sponsorships back on shirts.
- Talk of putting volunteer checks.
- Pat – ask Carli to check with other towns.
- Maybe we can do something at the parents meeting.
- Little League is going to build three boxes for behind the backstops.

Facebook – Leona and Carli are going to be doing it together.

Timberlane was spelled wrong by someone else.

2011 calendar is not updated.

Vic Geary Christmas thing is run by Plaistow recreation with \$25 table fee went to paving at Vic Geary. Money raised from fair was deposited into revolving fund for seniors. May need to say “all proceeds to benefit senior recreation of Plaistow”
The 18th – is run by Walmart with help from Recreation. No financial.

Carli has blackberry it is not hooked up to email yet. Tim is going to send his associate soon.

Bring copies of bills for football and lacrosse to next meeting.

Revolving account \$26259.12 not accurate. seniors, basketball, extra, uniforms Not a clear picture of the account.

Tree is happening for Ruthe by employees. Sue thinks we should do bench for Ruthe’s at PARC.

Updated copy of the budget – Sean is going to send and email it to Carli and she is going to email it to us. The line is not there, \$\$ is there.

Plaque on tree for Bartlett? Carli will call it back up.

Kiosk - Working with Mark, Martha and granddaughter. If sign is routers it is permanent. They’re looking for something that can be changed. Nothing will be done until after the first.

Surveys yet? Not yet – Sue and Carli are going to be working on it? Monkey Survey. Sooner more than later. Sue says Kate can do it

Letter of advertising for PARC – Leona has not done it. Carli and Leona are going to work on it. Carli has some letters to pull from. Need to be done soon.

Vic Geary questions – amount of \$\$\$ that town invests in the Vic Geary. Thru budget, human resources, Carli’s amount of time. What does the town spend out there? Maybe other towns should help. We are the only town that is consistently out at Vic Geary. No one comes from other towns. We are spending money on other towns. What do we do? Dan says town that hosts the facility does pay the bulk. Lots of discussion about Vic Geary.

Meeting Adjourned 10:10

Next meeting is January 12, 2010