Town of Plaistow

Recreation Commission

Meeting Minutes

Tuesday March 7, 2017 6:30 pm Town Hall

***Called to Order*** 6:35 pm

***In Attendance:*** Bill Coye, Kristin Lewis-Savage, Rick Marino, Dan Guide, Rollanda Hughes, Patrick Buckley, Kerry Patles, John Sherman, Christina Cruz

***Excused:*** Sue Sherman, Lisa Petry

***Minutes – February 2017***

Tabled – to be reviewed at April meeting pending availability

***Recreation Commission Reorganization***

Bill Coye is nominated as Chairperson by Kristin. Patrick seconds. Passes 6-0-0

Kristin Lewis Savage is nominated for Vice Chairperson by Patrick. Rick seconds. Passes 6-0-0

Sue Sherman is nominated for Secretary by Patrick. Kristin seconds. Passes 6-0-0

***Directors Report***

*Baseball/Softball*

Quotes for field changes to accommodate Cal Ripkin 50/70 modifications have come in at $3,295.00.

Due to increase in registrations, field will need to be modified for use this season. Impact Fees would be used for this. Away games may need to be booked early in season and/or utilize Atkinson fields while work is completed at PARC.

Kristin motions to move forward with utilizing impact fees for 50/70 modification not to exceed $3,500.00. Patrick seconds. Passes 7-0-0

Christina has had inquiry from Baseball about having fenced in bullpens places at PARC. Discussion ensues – not used enough to justify expense, pitch counts are tracked so extensive warm up is not encouraged, upkeep becomes an issue around fences. Pitchers currently warm up behind back stop; this seems sufficient at this time.

Softball enrollment is down. Discussion ensues regarding ideas to increase interest, ideas include offering clinics during Summer Recreation.

*MyRecDesk.com*

Christina and Rollanda participated in webinar. Many great benefits – can be utilized for all programing including senior trips – summer recreation – sports.

Credit card payments can be done – 1.86% +.25 fee per transaction. Could be offset by minimal increase to fees. Checks can be manually keyed into system.

Blast email options available to Rec Dept. and coaches. Many report options for tracking/auditing purposes. Easy to use – no app available at this time for mobile devices.

$3,295.00 a year. Discussion ensues regarding how this would be covered in 2017. Recommend a program like this be a budgeted item in the future.

Christina is advised to look at other similar options and report to Mark Pearson, Town Manager to move forward.

*Summer Recreation*

*Seniors*

*Community Garden*

*Grants*

Updates provided in Directors Report – no detailed discussion regarding these.

*Strategic Plan*

12 items listed in Directors Report – only a few items are discussed

*Gate Project for Trail Head at PARC* – Christina met with Reliable Fence – no quote received to date. Reliable does not do bridge work – could Boy Scouts work on this? Dan feels Scouts would be interested in helping with this. Pat has spoken to Appalachian Mountain Crew.

*Security Systems at PARC - $15, 000.00*

This would be a system coordinated with the system going in at Plaistow Police Department/Safety Complex.

*Additional Playground Equipment at Ingalls - $ 11,000.00*

Request has been submitted to be on the agenda at the Board of Selectman’s meeting Monday March 13, 2017.

*Roofing and Posts on Small Shelter at Ingalls*

This need to be addressed. Lions Club installed this – would they be interested in assisting with this project?

*Paint Interior/Exterior Doors on Concession Stand*

Quotes are outdated – need to be updated to complete project this spring.

*Commission Assignments*

*Dates to Remember*

Provided in Directors Report – no detailed discussion regarding these.

***Skateboard Park Update***

Per town counsel, this could not be donated or gifted due to liability issues. Highway Department removed and disposed of items 3/8/17.

***Mission Statement/Vision – Webpage Information***

Christina would like to update website to include Mission Statement and Vision for Recreation Department. She has provided a few examples. Any change would need to go before Board of Selectman for approval. Discussion ensues regarding mission statement for Dept. vs. Commission; what is current statements etc.

Commission recommends Christina identify and create the Mission/Vision for the Department.

***Other Business***

John provides copies of updated Strategic Plan Worksheets. Worksheets detail projects budgeted for but not yet paid for out of funds. Also, detail provided for items that were budgeted for but were completed at no cost to town i.e.: Community Garden; warrant article contributions are documented also.

Approximately $138, 000.00 in the Capital Improvement Fund currently.

Projects on the horizon will reduce this dramatically – i.e.: Ingalls equipment, basketball court/wall ball project.

Meeting Adjourned: 8:01 pm

Next Meeting Scheduled for Tuesday April 4, 2017 6:30 pm – Town Hall

Note: variation of third Wednesday due to scheduling conflict with school event

Respectfully Submitted -

Kerry Patles