

Town of Plaistow
Recreation Commission
Meeting Minutes
Wednesday August 14, 2019 6:30 pm Town Hall

Called to Order: 6:40 pm

In Attendance: Bill Coye, Kerry Patles, Christina Cruz, Lisa Petry, Patrick Buckley, Kristin Savage, Jen Gusler, Nicole Annaldo, Melissa Marr, Sue Sherman (arrived 7 pm)
John Sherman, Leah MacKean

Absent: John Blinn, Leona Senter

John Sherman is in attendance. Bill Coye, Chair has granted approval for John to participate in discussions during the meeting.

Approve Minutes May and June 2019

May 2019 minutes are not available – tabled

June 2019 meeting was cancelled due to lack of quorum

Directors Reports June 2019

Programming
Senior/Elder Affairs
Concert Series
Summer Recreation
Maintenance
Facilities
Dates to Remember

Directors Report August 2019

Programming
Senior/Elder Affairs
Facilities

- Vermont Tennis Sealcoating quote dated 5/29/19 for repair of cracks/issues on Wall Ball court has come in at \$1,963.00. Quote states “Even though we use the most up to date materials available, cracks repaired with the standard repair method will begin to reappear once the court surface starts to experience cold temperatures.”
Discussion ensues regarding original installation –
Why were we not warned about this issue? Could other material been used to avoid this issue? If we repair now vs spring will the quote go up in spring?
 - Committee recommends the Recreation Director take the following actions:
 - # 1. Seek input on original work from other vendors
 - # 2. Obtain additional quotes for repair from other vendors
 - # 3. Discuss situation w/ John Blinn, Selectman Liason to loop in BoS as soon as possible

Grant

- 2 easements exist; land with one easement has since been sold. The sale included language to include the easement

Trails PARC

Grant has been approved

Grant is for 51K with a match from us of 51K

Our 51K contribution will be from Capital Reserve Fund.

In kind donations of labor, materials, equipment etc. will be utilized in addition to capital funds to total out to the 51K match portion. These amounts are dictated by the documentation in the grant.

John Sherman has been asked by BoS Chair Francine Hart and Town Manager Mark Pearson to continue to work closely with Recreation Department on this project. Christina Cruz, Recreation Director serves as point of contact however John's wealth of knowledge on the project is vital to the successful completion. John will do what he can, when he can to facilitate.

Swale work has made a big impact on water flow along lines that abut baseball/softball fields. Charlie Zilch, Project Manager of SEC & Associates Inc has surveyed PARC via drone to identify elevations. Map has been provided to Commission tonight. SEC will work to flag existing easements, mark out property lines etc.

Discussion includes options for access/entrance points, ADA accessibility and timeframes.

- Committee recommends the Recreation Director take the following actions:
 - # 1. Confirm timelines of grant including "expiration date" and project deadline

Baseball/Softball Fields PARC

BoS and Town Manager are supportive of this project.

Impact Fees are to be utilized

Placement for the additional softball field has been set as back left open space between the pavilion and wood line.

SEC has done the drone fly over to map out elevation.

Elevation of the field will be necessary in order to keep it dry; additional work to aid in that include a warning strip in the outfield and drainage pipes down the field continuing towards lower baseball field.

Oasis, the current vendor contracted for field maintenance, will do installation of field

This is a large project that will potentially deplete Impact Fee funds

Discussion includes orientation of the field in the space, safety concerns, drainage/wet field issue

- Committee recommends the Recreation Director take the following actions:
 - # 1. Schedule a walk through with Oasis, Bill Coye, Kerry Patles etc.
 - # 2. Create project "package" including field specifications, budget, quotes etc.

Dog Park

Christina and Pat Buckley met in May with John Howard of The Rock Church regarding this project.

Initial discussions regarding Rock Church working with us to utilize a portion of the land the church sits on at 90 Newton Road were favorable.

In the interim, changes have occurred at Rock Church; John is no longer there, current pastors are involved with other projects/health issues

This project is listed as Deferred on our Strategic Plan due to lack of land/location.

Further discussions on this will be tabled until further notice.

2020 Budget

Christina has provided us with a spreadsheet showing actual budget figures for 2014-2017 as well as 2019 Budget, Expenditure, Balances.

Sue notes that the columns are labelled 2018 not 2019. Additionally, 2018 actuals are not on the spreadsheet at all; recommend 2014 be removed so we can see 2018 info as a prior year comparison to current year is more useful.

Kerry leaves meeting @ 7:55 pm Sue assumes responsibility for meeting minutes.

*August 14: Discussed with John Sherman(as our guest) his work on strategic plan. Commission thanked him again for this valuable documentation.

*adjourned at 8:22 pm

Respectfully Submitted –

Kerry Patles
Susan Sherman

APPROVED by Rec Comm 10/16/19