



**Mailing: 10 Central Road, Rye, NH 03870**  
**Physical: 55 Recreation Road, Rye, NH 03870**  
**Phone: (603) 964-6281 ∞ Fax: (603) 964-1516**

**RECREATION COMMISSION MEETING MINUTES**

**Wednesday, October 10, 2018**

**Rye Recreation Office**

**55 Recreation Road, Rye, NH**

**6:00 p.m.**

**In attendance:** Gregg Mikolaities, Chairman, arrived at 6:21 p.m., Cory Belden, Stephen King, Brett Mulvey, Joe Persechino, Commissioners, and Lee Arthur, Recreation Director.

**A. Call to Order and Pledge of Allegiance**

Meeting was called to order at 6:05 p.m.

**B. Roll Call**

**C. Approval of Minutes**

- **Consideration of Previous Meeting Minutes of September 6, 2018.**

Joe Persechino asked how the minutes are corrected and Lee Arthur indicated that the minutes of the next meeting are referred to for approvals/corrections. However, she would change the original minutes if requested.

The meeting minutes of September 6, 2018 were reviewed.

***Motion was made by Brett Mulvey to approve the Recreation Commission Meeting Minutes of September 6, 2018. Seconded by Joe Persechino. Motion carried.***

**D. Correspondence**

- **Financial Reports**

The financial reports for August and September 2018 were reviewed. At the end of August the Recreation General Fund Budget had expended \$160,168.28 and had 43.09% remaining; Recreation Revolving Fund Budget had expended \$125,057.59 and had 49.84% remaining; Patriotic Purposes Budget had expended \$8,243.00 and had 22.96% remaining and Recreation Revolving Capital Outlay Budget had expended \$2,496.25 and had 75.04% remaining.

At the end of September the Recreation General Fund Budget had expended \$180,587.67 and had 35.84% remaining; Recreation Revolving Fund Budget had expended \$136,215.44 and had 45.37% remaining; Patriotic Purposes Budget had expended

\$8,243.00 and had 22.96% remaining and Recreation Revolving Capital Outlay Budget had expended \$2,496.25 and had 75.04% remaining. It was noted that the Recreation Revolving Budget revenue off sets the expenditures. The Youth Recreation Athletics Account has a balance of \$92,905.90.

## **E. Old Business**

Gregg Mikolaities arrived at 6:21 p.m.

- **Multi-Purpose Recreation Storage Facility Update**

The RFQ for the Design/Build Rye Recreation Multi-purpose Storage Facility was included in the meeting packet. Gregg Mikolaities reported that there was a mandatory site meeting that took place on Thursday, October 4, 2018. The sign-in sheet was included in the meeting packet five firms attended (Big Spruce Construction, Careno Construction, JBC Construction, Chasco Inc. and JRK Builders).

Gregg Mikolaities reported that Lee Arthur and he met with the Town Administrator, Mike Magnant, and it was confirmed that a RFQ for a Design/Build Rye Recreation Multi-purpose Storage Facility was allowable. He reviewed the project schedule from October 26, 2018 onward:

- October 4, 2018, Mandatory site walk/meeting at the Recreation Area, 55 Recreation Road, Rye, NH
- October 26, 2018, Submissions due at The Office of the Selectmen must be received no later than 4:30 p.m.
- Week of October 29, 2018, Selection Committee reviews submissions
- Week of November 5, 2018, Interviews if necessary scheduled
- Week of November 5, 2018, Contractor selected, and recommendation forwarded to The Board of Selectmen.
- Week of December 3, 2018, Award of Contract
- January 2019, Contractor development of 30% plans and budgets
- February 2019, Contractor development of 60% plans and budgets
- March 2019, Final plans and GMP; secure all required permits
- April 2019, Project starts
- August 1, 2019, Substantial completion
- September 1, 2019, Project completion, including all punch list items and certificate of occupancy received.

It was decided that the Selection Committee would meet on October 31, 2018, 8:00 a.m. at the Recreation House to review the submissions. Gregg Mikolaities said that he learned that the manner in which the warrant article was written means that the contract needs to be awarded by the end of the year. However, if it was written differently, the funds could have been carried over/never expire. Lee Arthur noted that it had something to do with capital items.

He pointed out that Peter Kasnet assisted with the performance specifications and they serve as just an example and that the contractor may come back with a different design/approach. The overlay of the proposed multi-purpose storage facility example

was discussed. Gregg Mikolaities noted that at this point the plan was to run water to the building, but just to have a hose bib. The back of the building would have two seasonal storage spaces for associations that use the area. It was discussed that at this point things can change as the process is at the qualification stage and not design. The importance was placed on acquiring 1800 sq feet and the \$150,000 budget.

- **Future School Use**

Gregg Mikolaities reported that Lee Arthur and he were invited to a meeting with the Rye Elementary School Principal, Suzanne Lull and School Board Member, Paula Tssetsilas to discuss future school use. It was discussed that the fifth grade will be moving to the junior high next school year and that they plan on allowing Rye Recreation to solely utilize the two lower classrooms that are currently being used for the program. Rye Recreation would have to install a restroom and janitorial services would have to be worked out. Paula Tssetsilas suggested different programming for the space including the summer program. Space at the junior high was discussed. A meeting was set-up for Friday, October 19, 2018 to tour the space under the gymnasium. It was noted that significant amount of funds would be needed for the fit-up of that space and parking could be problematic. It was decided to regroup/meet after the tour of the junior high on Friday, October 26, 2018. The commissioners discussed that a warrant article may be needed for a build-out.

- **2018-2019 Rye After School Program Memorandum of Understanding (MOU)**

It was noted that the Superintendent was directed by the Rye School Board to revise the MOU. The revised MOU signed by Margaret Honda, School Board Chairperson, and Suzanne Lull, Rye Elementary Principal was included in the meeting packet and was reviewed by the Recreation Commission. It was noted that the MOU only included Room 100 that is currently a shared space and accommodating 15 students.

The original request was that: Room 100 shall be made available at approximately 2:00 p.m. but no later than 2:10 p.m., Monday through Friday for the PROGRAM. Room 100 would be designated for the PROGRAM and have solely RYE RECREATION'S items and resources necessary for the PROGRAM. The School would have access to the room during the day. Under this circumstance 25 student participants could be accommodated in this room.

The revision read: Room 100 shall be made available at approximately 2:45 p.m., Monday through Friday for the PROGRAM. Under this circumstance 25 student participants could be accommodated in this room.

It was discussed that the new wording does not specify if the room is shared and that in a shared space only 15 students can be accommodated and the document reads 25 students. The intent of the original wording was changed when the text was deleted. The document currently reads Room 100 is the only room provided. It was mentioned that it must have just been an oversight.

***Motion was made by Stephen King to have Lee Arthur contact the superintendent and notify him that: The MOU does not represent the current use. If Room 100 is shared it can only accommodate 15 students and that the***

*revised MOU indicates that only one room will be provided. Seconded by Joe Persechino. Motion carried.*

Cory Belden asked if more space could be provided by the school this year to accommodate the waiting list. It was indicated no.

- **Town of Rye Building and Grounds Position**

Lee Arthur reported that the employee filing the part-time Town of Rye Building and Grounds Position has left. She had a brief discussion with Dennis McCarthy and he will be requesting that the position is moved to full-time. She noted that she has funds in the Recreation Budget for approximately 200 hours for field preparation (nets, lining etc.) and suggested combining efforts. He noted that the position was not for such duties. He did indicate that he is open to providing assistance for shoveling.

It was discussed that the cleaning of the bathrooms and trash clean-up is still an issue. Lee Arthur said that she will speak with Dennis McCarthy again.

- **Recreation Area and Firearms**

There was a prior discussion regarding banning of firearms at the Recreation Area. Kevin Walsh has indicated that it is not advisable to ban firearms because of constitutional rights and that he is getting the specifics from the attorney. Brett Mulvey mentioned that it has been done in Portsmouth.

**F. New Business**

- **2019 Budget**

The Recreation Budgets were reviewed line by line. It was noted that the Board of Selectmen usually follow the union contracts when determining the cola and that this year the placeholder was 3%. The salary, vacation buy-back, fica/medi and retirement lines in both budgets increased slightly because of a proposed 3% cola. The health insurance rates have not been confirmed and are based on the current rate. The telephone line in the recreation budget increased because of a supplier fee increase. The software licensing fees line in the recreation budget increased because of the addition of Web Trac online registration system, data management and a supplier fee increase. Street lights were taken out of the electric line and placed under their own line in the recreation budget. The printing and office supplies lines in both budgets were deleted.

It was discussed that from 50 Recreation Road to 55 Recreation Road needs to be paved in conjunction with the Town of Rye street paving and Dennis McCarthy has indicated that it will be \$10,000. It was discussed whether it should be a separate line item in the budget or in capital outlay. It was decided that the street paving request would be in capital outlay. Lee Arthur was requested to ask Dennis McCarthy how much it would cost to pave the parking lot.

There was a discussion on facilities and the need to place funds in the budget and pursue leased space as well as tent rental for the summer program. It was discussed that the cost of space to accommodate a teen/senior center should be support partially from the general

fund as it is service orientated. It was decided to add a facilities line to the Recreation Budget and assign \$10,000. Renting the former bank for a senior/teen center was mentioned. Lee Arthur indicated that she left a message for Dan Philbrick and has not heard back from him. Brett Mulvey said that he would also contact him. The Town of Rye Budget Schedule was included in the meeting packet.

***Motion was made by Joe Persechino to approve the Recreation Budget of \$290,580, Recreation Revolving Budget of \$238,727 and Patriotic Purposes Budget of \$10,700 with the exception of minor changes to health insurance and the benefit line items. Seconded by Cory Belden. Motion carried.***

- **Dog Sight Sound Program**

The Recreation Commission reviewed a hard copy of a power point presentation from the Rye Police Department on a Voice and Sight Control Tag Program for dogs.

- **Program Updates**

Included in the meeting packet was an e-mail from Colleen Pavlas indicating that her children would like to play recreational basketball, however, they are going to be gone skiing every weekend and would miss Saturday mornings. She stated that she had other friends in the same situation and was wondering if there was a way to group all the kids onto one team that would not be playing on Saturday.

It was discussed that this is an ongoing issue and various scenarios were discussed including but not limited to providing open gym during the week, starting the basketball season earlier and ending sooner, offering the program only one day a week but having a longer season etc. It was decided to poll all registrants in regards to Saturday participation and as a result of their response distributed them to teams accordingly, for the current year. Then proceed to reevaluate the program for next year.

**G. Adjournment**

***Motion was made by Brett Mulvey to adjourn the meeting at 7:50 p.m.  
Seconded by Stephen King. Motion carried.***

*\*These are draft minutes. Please refer to the minutes of the next meeting for approvals/corrections.*