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RECREATION COMMISSION MEETING MINUTES

Monday, October 16, 2017
Rye Town Hall Court Room
10 Central Road, Rye, NH
6:00 p.m.

In attendance: Gregg Mikolaities, Chairman, Cory Belden, Brett Mulvey, Joe Persechino, Commissioners, Stephen King (arrived at 6:27 p.m.) and Lee Arthur, Recreation Director.

A. Call to Order and Pledge of Allegiance

Meeting was called to order at 6:04 p.m.

B. Roll Call

C. Approval of Minutes

- **Consideration of Previous Meeting Minutes of September 18, 2017.**

The meeting minutes of September 18, 2017 were reviewed.

Motion was made by Cory Belden to approve the Recreation Commission Meeting Minutes of September 18, 2017 as presented. Seconded by Brett Mulvey. Motion carried.

- **Consideration of Previous Non-public Meeting Minutes of September 18, 2017.**

The non-public meeting minutes of September 18, 2017 were reviewed.

Motion was made by Brett Mulvey to approve the Recreation Commission Meeting Minutes of September 18, 2017 as presented. Seconded by Joe Persechino. Motion carried.

D. Correspondence

- **Financial Reports**

The financial reports for September, 2017 were reviewed. At the end of September the Recreation General Fund Budget had 29.73% remaining. The Recreation Revolving Fund Budget had 49.51% remaining. The Patriotic Purposes Budget had 35.04% remaining. Brett Mulvey indicated that there was a fair amount left in the Recreation

Revolving Budget. Lee Arthur explained that they can only expend the amount that is raised. The revenue was \$136,826.83 and expenditures \$124,592, the budget is self-supporting.

- **Capital Improvement Plan Committee Meeting Agenda October 19, 2017**
Included in the meeting packet for information purposes was the Capital Improvement Plan Committee Meeting Agenda of October 19, 2017, indicating a public hearing on the upcoming years CIP. Lee Arthur pointed out that the draft CIP is available on the Town of Rye website and at town hall.
- **Letter to the Board of Selectmen from Gregg Mikolaities on behalf of the Recreation Commission recommending Stephen King be appointed to the Recreation Commission for a term expiring March 2020.**
Included in the meeting packet for information purposes was the Letter to the Board of Selectmen from Gregg Mikolaities on behalf of the Recreation Commission recommending Stephen King be appointed to the Recreation Commission for a term expiring March 2020.
- **Letter to Stephen King from the Office of the Selectmen regarding his appointment to the Recreation Commission**
Included in the meeting packet for information purposes was a letter to Stephen King from the Office of the Selectmen regarding his appointment to the Recreation Commission.
- **Copy of Stephen King's Oath of Office and Conflict of Interest Form**
Included in the meeting packet for information purposes was a copy of Stephen King's Oath of Office and Conflict of Interest Form.
- **Letter to Todd Cronin, Georgina Saravia and Carrie Barron thanking them for their interest in serving on the Recreation Commission**
Included in the meeting packet for information purposes was a letter to Todd Cronin, Georgina Saravia and Carrie Barron thanking them for their interest in serving on the Recreation Commission.

Old Business

- **School Use Feasibility Committee Update**
Gregg Mikolaities noted that the School Feasibility Committee's service will be completed by November and that recommendations will be sent to the Rye School Board. The committee is hosting a public hearing on October 25, 2017, 6:00 p.m. at Rye Junior High School. He stated that it was a good process for recreation, in that there is an increased awareness that Rye Recreation needs space. One of the proposals is that Rye Elementary School would house grades K-4 and Rye Junior High grades 5-8. This would allow for two designated class rooms at RES for the After School Program and space in the basement of the RJHS for senior and teen programming. He mentioned that the discussion regarding moving town hall to RJHS has faded and that Craig Musselman indicated that the town will be pursuing the purchase of the TD Bank Building.

Brett Mulvey thought that the 5 and 6 grade students as well as their parents would like an after school program. Cory Belden asked if the preschool program was staying at RES. Gregg Mikolaities noted that he thought so, as the population in Greenland is exploding and that they are starting their own committee to address school space. He said that he liked the K-4 and 5-8 proposal because it is flexible. Renovating the RJHS for Town Hall is more permanent, in the event the space is needed for students 5 years from now. The basement space at RJHS would need to be renovated and a washroom put in the lower level at RES in order to be used effectively for recreation. He pointed out that it was a good process.

- **2018 Recreation Budget**

The Recreation Commission reviewed the 2018 Recreation Budget. The revolving fund would be the funding source to develop a recreation area land use master plan including survey (existing conditions) \$10,000 and the building reserve and youth athletics fund would be the funding source to construct new public restrooms, \$50,000. Lee Arthur was asked to add to the explanation of each capital item, that the funds are existing and there is no impact on the tax rate.

The recreation budget changes were reviewed. Lee Arthur indicated that the salaries, vacation buy back, fica/medi and retirement increases can be attributed to the 2% cola. The health, dental and life and disability insurances cost are to be determined. Telephone costs are increasing by \$491.00 as a result of the Comcast promotion expiring and heating fuel has decreased by \$750.00 because of usage and there is a new heat source in the recreation office that uses electricity.

Lee Arthur solicited the commissioners input on the mowing allocation. She indicated that Rye Little League had requested a number of years ago that they have their contractor mow and maintain the turf at the Flash Jenness Memorial Baseball Field and the commission at the time agreed. However, this past year there has been at least three different contractors conducting work on the field.

Gregg Mikolaities mentioned for historical purposes, that Little League had always allocated \$15,000 to \$20,000 for field maintenance and mowing. It was noted that something changed this year.

Stephen King arrived. He indicated that he thought the meeting was at 6:30 p.m.

Lee Arthur asked if the commissioners wanted her to budget for mowing the Flash Jenness Memorial Baseball Field. Gregg Mikolaities mentioned that the problem is there is no communication. Lee Arthur said that she invited organizations that use the fields to a meeting of the Recreation Commission at the beginning of the year as requested and Little League did not have a representative present. It was discussed that after the season the field was over grown, had a lot of clover and that there was damage during the season to the lower field by one of their contractors. Lee Arthur suggested that they may have needed assistance with funding. Brett Mulvey indicated that he didn't think that was the issue. Gregg Mikolaities directed Lee Arthur to budget for mowing. The over growth

was recently mowed and it took the contractor all day. There are still a fair amount of grass clippings on the field. It was discussed that the Flash Jenness Memorial Baseball Field needs to be cut 42 times annually and that in 2007 the cost of a cut was \$110.00. It was decided to budget \$125.00 a cut in 2018. Currently the field has grass clippings that need to be removed. Lee Arthur said that Little League has tried to maintain the field and that she would speak with Ray Hindle.

The property maintenance increase of \$500 for was for shoveling. Brett Mulvey suggested that \$500 was not enough. The Public Works Department does not shovel. Lee Arthur said that she spoke with Dennis McCarthy, Public Works Director and pointed out that he has tried to get additional staffing and if he succeeds may be able to take on the shoveling.

At the end of the year John Joslyn will no longer be installing the soccer nets and striping the fields. Lee Arthur mentioned that she spoke with Dennis McCarthy, Public Works Director about someone from the Public Works Department assisting and he said no.

It was discussed that the decks attached to the recreation office (modular) and recreation house need to be shoveled and that the department has a snow blower. Public Works plows to the buildings; however Lee Arthur noted that she was informed by Public Works Staff that it is not a priority. It was noted that there is a need to request that the buildings be plowed out prior to the opening of business. Gregg Mikolaities indicated that he will write a letter to the Board of Selectmen. The parking lot also needs to be plowed enough for customers.

It was noted that \$1,000 should be added to property maintenance for shoveling. Therefore, the budgeted figure would be \$10,900. Recreation postage went down by \$250 based on usage. Two new line items are vehicle/fuel, \$250 and oil and vehicle repairs, \$750. They were budgeted under Public Works in prior years. The proposed recreation budget is \$277,959.

Motion was made by Cory Belden to approve the proposed Recreation Budget of \$277,959.00 as presented. Seconded by Brett Mulvey. Motion carried.

The recreation revolving budget was reviewed. The salaries increased based on the 2% cola and the wages decreased because enrollment in the After School Program January to June, 2018 has been capped due to space restraints. Brett Mulvey asked if the recommendations from the School Use Feasibility Committee will happen next year. Gregg Mikolaities said he didn't think it could happen that quickly. Vacation buy back increased based on the 2% cola, fica/media and food was reduced because enrollment in the After School Program January to June, 2018 has been capped due to space restraints. Retirement increased based on the 2% cola. The health, dental and life and disability insurances cost are to be determined and the postage line was decreased based on usage.

Motion was made by Joe Persechino to approve the proposed Recreation Revolving Budget of \$239,827.00 as presented. Seconded by Brett Mulvey. Motion carried.

It was noted that the patriotic purposes budget notes were wrong and the amount needed to be changed to \$10,700.

Motion was made by Brett Mulvey to approve the proposed Patriotic Purposes Budget of \$10,700.00 as presented. Seconded by Cory Belden. Motion carried.

Motion was made by Brett Mulvey to approve the proposed Recreation Revolving Capital Outlay of \$10,000.00 as presented. Seconded by Stephen King. Motion carried.

Motion was made by Joe Persechino to approve the proposed Youth Athletics Fund Capital Outlay of \$50,000.00 presented. Seconded by Brett Mulvey. Motion carried.

The commissioners reviewed a graph that showed the history of the recreation department's budget request. The combined budgets and amount self-supported are compared. It was discussed that after last budget season Gregg Mikolaities indicated that the capital expenditures should be reflected in the graph. There will be a request for a warrant article in the amount of \$150,000 for a storage facility.

The Board of Selectmen's Budget Work Session is on October 26, 2017 and Rye Recreation is scheduled for 11:30 a.m.

It was noted that the financial reports showed a \$60,000 request in capital outlay. It needs to be changed to \$10,000 because \$50,000 for the new restrooms is funded from the Youth Athletics Fund.

- **Other**

Gregg Mikolaities indicated that he spoke with Police Chief, Kevin Walsh regarding the Beach Committee's discussion to have Rye Recreation be responsible for Town beaches. He mentioned that Chief Walsh indicated that it was only one committee member that was pursuing the matter and that they had made comparisons to York Recreation. Gregg Mikolaities said that he would not be in favor of the change and that Rye Recreation does not have the resources.

E. New Business

- **Fencing and Guard Rail RFP**

The Fencing and Guard Rail RFP results were included in the meeting packet. Atlantic Coast Fence Co. Inc. was the lowest at \$8,900. It was discussed that \$15,000 was budgeted, however a few additional feet may be needed and the area needs to be prepared. Joe Persechino mentioned that he never heard of Atlantic Coast Fence Co. Inc. and has heard of GC AAA. He pointed out that Atlantic Coast Fence Co. Inc. had a lot of

conditions and questioned whether they would contact dig safe. It was discussed that the area has water lines and irrigation.

Motion was made by Joe Presechino to recommend Atlantic Coast Fence Co. Inc. to the Board of Selectmen after verifying their references, clarifying that they will contact dig safe and separating the cost of the fencing and guard rail. Seconded by Brett Mulvey.

The Ralph Morang Multi-purpose Field Drainage Project was discussed. The project is funded from the Youth Athletics Fund. Lee Arthur noted that the proposal request can be published in the Portsmouth Herald on Saturday and that it will be also be online.

F. Adjournment

Motion was made by Brett Mulvey to adjourn the meeting at 7:40 p.m. Seconded by Joe Persechino. Motion carried.