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RECREATION COMMISSION MEETING MINUTES
Monday, December 4, 2017
Rye Town Hall
10 Central Road, Rye, NH
6:00 p.m.

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

A. Call to Order and Pledge of Allegiance

Meeting was called to order at 6:10 p.m.

B. Roll Call

C. Approval of Minutes

- **Consideration of Previous Meeting Minutes of November 13, 2017.**

The meeting minutes of November 13, 2017 were reviewed. Gregg Mikolaities indicated on page two, under the subtitle School Use Feasibility Committee Update, first paragraph, second from the last line “was a great short term solution” should be replaced with “gave the Town flexibility”. Next paragraph second line, “the 2018-19 School Year” should be replaced with “multiple years”. Third page, first paragraph, third line down “is not a business and” should be stricken and in the same paragraph last line “for renovations” needs to be added between the words “needed” and “if”. Third page, fifth paragraph, fourth line down “She” should be replaced with “Lee Arthur”.

Motion was made by Brett Mulvey to approve the Recreation Commission Meeting Minutes of November 13, 2017 with changes. Seconded by Joe Persechino. Motion carried.

D. Correspondence

- **Financial Reports**

The financial reports for November 2017 were reviewed. At the end of November the Recreation General Fund Budget had 14% remaining. It was discussed that the funds allocated in this budget are returned to the general fund if unused. Lee Arthur noted that this budget typically has three to four percent remaining at the end of each year and is

easier to predict than the Recreation Revolving Fund Budget. The Recreation Revolving Fund Budget had 40% remaining. However, the revenue was not received, therefore, the funds could not be expended as the fund is self-supporting.

The ski and snowboard program was discussed. Last year there were 29 participants and currently there are 32-33 participants registered. The program begins the first Friday in January and is five weeks long. Students are released from Rye Elementary at 2:20 p.m. then proceed to Rye Junior High, arriving at McIntyre Ski Hill in Manchester at 4:00 p.m. Lessons are from 4:30-5:30 p.m. with free ski from 5:30-6:00 p.m.; the bus leaves at 6:30 p.m. and arrives back in Rye at 7:30 p.m. Two staff members and up to five chaperones accompany participants. The ski/snowboard program is instructional and for those learning the sport.

Todd Cronin arrived.

It was noted that the Patriotic Purposes Budget had 2.65% remaining.

E. Old Business

- **Ralph Morang Multi-purpose Field Underdrain**

Cory Belden provided an update and indicated that the project was completed. However, the area needs to be seeded. The plans for the area showed an old underdrain. While installing the new underdrain they found a section of the old four inch slinky pipe underdrain and trench. When the trench from the old underdrain was hit the water from the old underdrain was relieved into the new six in PVC pipe. The old underdrain was lower than the new underdrain, not covered in fabric and in a stone trench. A sod cutter was not used because the area was too wet. The underdrain was installed close to the backstop fencing to avoid tire traffic and ends prior to home plate. The contractor avoided hitting the irrigation system and ledge.

The contractor (Lupoli Excavators, LLC) did not seed; it was too late in the year. The plan is to encumber the funds and seed in the spring. The readiness of the field for spring was discussed. It was noted that Rye Recreation may go in with the town-wide mowing request for proposals. The pictures of the project that were in the meeting packet were reviewed.

- **2018 Recreation Budget Warrant Article**

Lee Arthur requested input from the commission regarding the recreation warrant article description. The Recreation Commission decided to describe it as a multi-use recreation storage facility including heated storage, maintenance garage and concession area. The Budget Committee Meeting is scheduled for December 14, 2017. Lee Arthur will e-mail the commissioners the agenda when it becomes available. There was a discussion to locate a prior plan that had been developed and reaching out to Debra Page who produced it.

F. New Business

- **Rye Conservation Commission Request to Post Rye Town Forest Sign**

Lee Arthur showed the Recreation Commissioners a sign that the Conservation Commission would like to post in the over flow parking lot at the Recreation Area by the entrance to the path leading to the Town Forest. They are requesting Recreation Commission approval because the entrance to the Town Forest and a significant distance from the parking lot in on the path is on recreation land and under the jurisdiction of the Recreation Commission. Brett Mulvey questioned whether the Recreation Commission would be relinquishing anything by posting the sign. The issue is that the sign says Rye Town Forest and where the sign is to be placed is not the Rye Town Forest. Lee Arthur noted that Susan Shepcaro, Conservation Commissioner did indicate that the sign was temporary and that they are working on getting a kiosk. Lee Arthur indicated that she suggested to Susan Shepcaro that the kiosk map could delineate the recreation area. Brett Mulvey suggested that future signage should say “Welcome to the Rye Recreation Area Access Point to the Rye Town Forest” and that the signage could be inclusive to include the Recreation Area.

It was discussed that the existing conditions plan scheduled to take place next year would define the Recreation Area. It was decided to place the sign prior to where the trail splits.

***Motion was made by Brett Mulvey to accept the Rye Conservation Commission proposal to put a temporary sign for the Rye Town Forest in the Recreation Area before the trail breaks. The sign would be revisited next summer.
Seconded by Joe Persechino. Motion carried.***

- **Other**

Included in the meeting packet was a letter from Gregg Mikolaities to Craig Musselman requesting proper and timely maintenance assistance at the Recreation Area. The letter was discussed at the most recent Selectmen’s Meeting. Lee Arthur reported that Craig Musselman requested that she speak with Dennis McCarthy, Director of Public Works. She noted that she had. Lee Arthur told the Recreation Commission that in her discussion with Dennis McCarthy she made him aware that the plow drivers told her that the recreation area and office were last on their list and that when reporting to work she could see that the upper parking lot at Town Hall (beside the church is always plowed). However, many times the recreation area and office were not. The letter requested that six spaces in the parking lot and that the driveway to the recreation office be plowed prior to the opening of business.

The letter also requested assistance from the Town Custodian for shoveling, rubbish removal and cleaning of the public restrooms. It was noted that Dennis McCarthy had requested a full-time buildings and grounds position for 2018. However, the selectmen were not in support of a full-time position primarily because of the cost of benefits. They were not opposed to a part-time position. It has not been determined whether any of the Recreation Department’s needs were part of the proposed job description. It was discussed that staff need to safely get to work and that Lee Arthur would speak again to

Dennis McCarthy and look for a contractor that can assist with shoveling. The 2018 Recreation Budget has allocated \$1,000.00 for shoveling. However, no funds have been allocated for plowing and this would need to be readdressed if the Town cannot plow the area. The Town Custodian and Dennis McCarthy shovel Town Hall and the Safety Complex. Kevin Walsh also assists with the Safety Complex.

It was noted that the Guard Rail and Fence Project is planned to be installed prior to year-end and that there is one opening on the Recreation Commission. Individuals that expressed an interest in serving on the Recreation Commission previously have been contacted and requested to attend the January 9, 2018 Recreation Commission Meeting.

G. Adjournment

*Motion was made by Brett Mulvey to adjourn the meeting at 7:05 p.m.
Seconded by Joe Persechino. Motion carried.*