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RECREATION COMMISSION MEETING MINUTES

Monday, July 1, 2019

Rye Recreation Office

55 Recreation Road, Rye, NH

6:00 p.m.

In attendance: Cory Belden, Todd Cronin, Gregg Mikolaities, Brett Mulvey, Joe Persechino, Commissioners, and Lee Arthur, Recreation Director.

I. Call to Order and Pledge of Allegiance

Meeting was called to order at 6:08 p.m.

II. Roll Call

III. Approval of Minutes

Consideration of Previous Meeting Minutes of June 3, 2019.

The meeting minutes of June 3, 2019 were considered.

Motion was made by Cory Belden to approve the Recreation Commission Meeting Minutes of June 3, 2019. Seconded by Brett Mulvey. Todd Cronin abstained. Motion carried.

IV. Correspondence

Financial Reports

The financial reports for May 2019 were reviewed. At the end of May 64.01% of the Recreation General Fund Budget remained and \$108,420.05 was expended; 75.58% of the Recreation Revolving Fund Budget remained and \$59,828.81 was expended; and 51.56% of the Patriotic Purposes Budget remained and \$5,183.30 was expended. The Youth Recreational Athletics Account at May 31, 2019 had a balance of \$95,088.01. It was noted that the Town of New Castle has contributed to the fund over the years.

A purchase order was recently submitted for work related to the Multi-Purpose Storage Facility. However, the expenditure would not show-up on any financial report until the purchase order is processed.

It was discussed that the salary and wage lines in the budget have been impacted in order to maintain staffing levels.

V. Old Business

Recreation Multi-Purpose Storage Facility Update

Included in the meeting packet was a letter from the Rye Conservation Commission dated June 5, 2019 detailing a site walk that was held to discuss relocating the overflow parking lot access at the Recreation Area. It was noted that the Conservation Commission does not object to the project as long as the fewest possible trees are removed. It was noted that the Conservation Commission wants to see the final marking of the trees to be removed before any cutting begins. Also included in the meeting packet was the revised cost of \$12,575.00 to relocate the access to the back parking lot. It was discussed that the width of the access road will be 16 feet.

It was noted that when the contractor excavated for the foundation, the root structure of three large pines were compromised. The Conservation Commission was asked to evaluate the trees and provide the Recreation Commission with their recommendation. The existing stone wall has also been disturbed with the addition of boulders that were dug-up as part of the excavation process. The builder will restore the wall and move the boulders.

The next step is the tree work and relocating the access road, then the framing will take place next.

Eagle Scout Project – Skyler Mikolaities Update

Skyler Mikolaities is in the process of completing the paper work necessary to get his Eagle Scout Project (kiosk) approved. He has obtained the final signatures needed as part of his submission.

Rye Congregational Church Ice Rink Update

Included in the meeting packet was updated information on the ice rink initiative by Rye Congregational Church. The church council has approved the proposal and has initiated an informational campaign within the congregation. They also have approved the development of an independent non-profit corporation to guide the initiative. Todd Cronin indicated that he met with Rev. Lavoie once regarding the initiative and to his knowledge a committee has not been established yet.

Recreation Congregational Church Space Update

Lee Arthur reported that she attended the June 20, 2019 meeting of the church council in order to nudge the process of acquiring a lease along. She explained that they are in favor of Rye Recreation utilizing the facility, however, they are volunteers and as such the process is moving in the right direction but slowly. It was noted that the terms of the lease is currently being reviewed by the church's attorney.

It was discussed that the funds allocated were based on the loss of revenue from the thrift shop. In addition, the space needs a fit-up (paint, furniture, accessories etc.).

RecTrac and WebTrac Update

The Town is having difficulties with the credit card processor and was contemplating changing to Heartland. It is currently being worked out, but if not resolved and a change necessary it could delay the acceptance of credit cards in the office and online further. Credit cards were being received in the office for all programs and online for the After School Program, but had to stop due to issues with the credit card processor. The Recreation Commissioners expressed their concern and offered to assist in resolving the matter. Lee Arthur indicated that she was optimistic that the matter would be resolved with the current credit card processor and will update the commissioners on the matter.

2019-2020 Rye After School Program MOU Update

At the June 3, 2019 Recreation Commission Meeting Lee Arthur was directed to reach out to Salvatore Petralia to find out what the justification was for the addition of a \$1,000 custodial fee in the 2019-2020 Rye After School Program MOU Update. Included in the meeting packet was his response indicating that “the custodial fee would cover the daily vacuuming and washing floors, emptying trash, washing tables, cleaning sinks. Rye Recreation would have exclusive use of the area downstairs, therefore, the justification for the fee which would be paid to the Rye School District.”

It was discussed that there should be a separate line item in the budget for payments to the Rye School District. The additional \$1,000 will need to be raised from the registration fees in the form of a special assessment or rate increase. It was noted that a multi-year agreement was sought, but the agreement was only for one year. The document does indicate that the agreement will automatically renew for one year contingent upon enrollment numbers at Rye Elementary School. However, the enrollment numbers were not defined. A final copy of the MOU will be requested from Salvatore Petralia to be signed.

Other

The Recreation Commission reviewed the Rye Recreation Initiatives Timeline. It was noted the school usage, church lease and online payments were a couple months behind schedule and the church programming started. The summer programming was completed and the storage building currently on track. The bathroom upgrades were discussed and it was determined that the storage building needs to be completed first before starting another project. It was noted that two of the four phases of the Recreation Area existing conditions plan has been completed by James Vera and Associates Inc.

The parking lot upgrade was discussed. It was noted that during the Little League season there was less demand on parking than in previous years. Because there were three teams instead of four and that half of the games were in Portsmouth. During soccer season the demand is when there is a transition in the schedule from one age group to the other. The paving of the road at the Recreation Area is schedule to be completed in the fall.

VI. New Business

CIP

It was indicated that shortly there would be a request from the CIP Committee for information on projects, anticipated to be carried out from 2020-2025. It was discussed that there is a need for an assessment of the recreation buildings. The Recreation Office and fulltime staff are housed in a temporary trailer that was purchased used 15 years ago for \$35,000 and has no bathroom. The bathrooms in the Recreation House are 20 years old and of residential grade. It was discussed allocating \$25,000 for an assessment of the recreation buildings to be carried out in 2020. Then in 2021 allocate \$50,000 for public restrooms. Parking lot improvements would be carried out in 2022 that would include paving, restriping etc.

Gregg Mikolaities indicated that in response to the Plan NH discussions. He was contacted by Karen Oliver, Library Trustees who wanted to meet to discuss the potential three million dollar library expansion. He met with Karen Oliver and Karen Allen both Library Trustees over coffee. They indicated that they thought they would be able to raise 50%, 1.5 million. However, a professional fundraiser advised them, that it would be very difficult considering the current environment (to many needs overlapping, Town Hall etc.). They asked if the Recreation Commission were still considering going forward with a community center project. Gregg Mikolaities indicated that he told them not at this time. He mentioned that he expressed to them that the Recreation Commission may be willing to have further discussions if the addition would accommodate designated recreation space for Rye Recreation. It was discussed keeping the dialogue open, although leasing the space from the Rye Congregational Church is much more cost effective.

Gregg Mikolaities informed the Recreation Commission of the passing of Peter Crawford, Budget Committee and Civic League Member. It was pointed out that Peter Crawford was very respectful to Rye Recreation and served his community well. He suggested that the commissioners read the information distributed by the Rye Civic League regarding Peter Crawford's passing.

Program Updates

The first week of the summer camp program was full with 40 children and participation numbers for the remainder of the camp weeks is up significantly over last year. This could be attributed to the program changes (two weeks at New Castle and two travel weeks).

Lee Arthur indicated that she has requested a meeting to discuss the possibility of utilizing space at the Junior High School to accommodate the 5th graders that signed-up for the After School Program. It was noted that there is a waiting list for the After School Program in the fall.

VII. Adjournment

Motion was made by Brett Mulvey to adjourn the meeting at 7:34 p.m.

Seconded by Cory Belden. Motion carried.

The next Recreation Commission Meeting is tentatively set for Monday, August 5, 2019 at Town Hall.

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