



Claremont Parks & Recreation Minutes

Date: July 9, 2012

5:00 PM - Site tour of new Community Center
6:00 PM @ Goodwin Community Center

Board Members:	Toby Batchelder, Jeff Coburn, Jim Feleen, Ted Hopkins, Wayne McElreavy, John Napsey, Jodi Tenney, Carolyn Towle
Other Invitees:	Scott Hausler
Attendees:	Toby Batchelder, Matt Camara, Jeff Coburn, Jim Feleen, Scott Hausler, Tim, Hennon, Ted Hopkins, Wayne McElreavy, Jodi Tenney, Carolyn Towle, Jordon Cuddemi
Excused:	Jim Feleen, John Napsey
Next Meeting:	Monday, August 13, 2012

CALL TO ORDER: Meeting was called to order by Jeff Coburn at 6:05 PM

REVIEW & APPROVAL OF MINUTES: **Motion to approve the minutes as presented for the meeting of 6/18/12 was made by Toby Batchelder, seconded by Wayne McElreavy. Vote: Unanimous Approved**

Jeff Coburn began the meeting by explaining how and why the email was sent to Doree Russell on 7/9/12. Last Thursday during the scheduled tour for some of the parks, the group went over to Broad St Park to look around and listen to the band, while there Jeff Coburn saw Keith Raymond and asked if there was anything that could be done to get the agenda item for the Multi Year Lease for the Claremont Parks & Recreation Equipment back on the agenda. Keith Raymond suggested sending the email to Doree Russell. However it would need to be done 7 – 10 day prior to the meeting. Jeff Coburn thought that those that were on the tour were part of the discussion then apologized for not recognizing that only a couple of people were aware of what was happening. He then asked Jodi Tenney if she could send the email before she went out of town. Jeff Coburn wrote the memo and listed all of the Board member names. Jeff Coburn apologized for not notifying the other Board members prior to the email to confirm if they were in fact okay with the memo.

Jeff asked each member at the meeting if they were in favor of the Departments proposal for the lease and the letter going before the Council or if they disapproved. All of the Board members that were at the meeting on the 9th were in favor of the Claremont Parks and Recreation leasing the equipment and the concept and supported the letter that was sent. However, Wayne McElreavy and Carolyn Towle were upset with the way the information was distributed. They were not against the lease but were unhappy with the letter going out without directly contacting them for approval. Jeff Coburn apologized again and said he would make sure he has everyone's approval before sending anything out in the future. John Napsey was absent from the meeting but sent an email ahead of time stating that he was in favor of the lease option. Jim Feleen was also absent but mentioned to Scott Hausler that he would be available by phone if we needed his vote of confidence.

OLD BUSINESS:

- Update on the merging of the Goodwin Community Center and Claremont Parks & Recreation Boards. – Carolyn Towle said that she had spoken with Jane Taylor last week about what would be needed to merge the Boards. Jane Taylor had done some research and asked for the Board(s) to write up a list of questions

and she would be happy to answer them. Toby Batchelder suggested we get the questions into Jeff Coburn by Thursday, July 12th so that we could maybe have some answers before our next meeting in August.

Scott Hausler had commented that years ago when Charlie Perkins was chairman he had made some recommendation to the Council regarding revision of the by-laws and they had been approved. So it was felt that once it is determined how to merge the Boards changes to the by-laws should not be difficult. Ted Hopkins had mentioned that this topic continues to come up each month and that he feels with the new Center it will be easier to work under one Board and that a review of the by-laws should be done.

- Update on Barnes Park and the repairs to the stadium seating – Scott Hausler said that he had spoken with Chuck Ferland a week or so ago and they agreed to meet following the 4th of July holiday. Scott Hausler also wanted to meet and discuss projects with the new athletic director. The next steps will be to meet with the building inspector and get permits. Carolyn Towle asked if after the planning is approved will the project have to go out for bid? Scott Hausler said that the LaValley's had offered to sell all material for the job at cost and a local organization has offered to purchase the materials needed. Scott didn't feel the project would be required to go out for bid because of the volunteerism and the donation of the materials. The project scope will really determine what the project will entail. After we meet with the contractors willing to help and the building department we will have a good idea of where we are in relationship to the total cost of the project.
- Review of the prioritized Capital Improvement Project (CIP) – Scott Hausler once again explained that a detailed report could be found at the Planning Board or at the GCC and if anybody would like to see it please let him know. Jodi Tenney asked if there was a list of projects already slated to be completed this year. Scott Hausler explained that money is budgeted for certain projects, if there is not enough to complete a job the funds are then place into a reserve account until the funds are built up to cover the project.
- Update on Park Tours -
 - Moody Park 7/12
 - Broad Street Park 7/5
 - Veterans Park 7/5
 - Arrowhead Recreation Area 7/12
 - LaCasse Park 7/5
 - Barnes Park 6/28
 - Factory Street Park 7/12
 - Monadnock Park 7/5
 - Visitor Center Green 6/28
 - Sarah B.H. Smith Riverside Park 6/28

Toby Batchelder updated everybody on the tour that took place on 6/28; Barnes Park, Visitor Center Green & Sarah B.H. Smith Riverside Park. Each location was toured and Scott Hausler explained the work that needed to be done from the CIP and if was in this year budget. The group visited the Sarah B.H. Smith Riverside Park and went down to where the kayaks are launched. The group was also told that there has been discussion about using a portion of the space for youth fishing. Scott Hauler then updated the Board to let them know that he had spoken with Don Clark and Gary Dickerman from the Sullivan County Sportsmanship group and there are some reservations about the location that would need to be worked out, such as the time of year it would be open.

Jeff Coburn updated the Board on the 7/5 tours; Broad St Park, Veterans Park, LaCasse Park & Monadnock Park. The group began their tour by visiting Broad St Park where the Military Bank from Manchester performed then when to Veterans and Scott Hausler explained the history behind the batting cage at Veterans and the need to replace some fencing near the horseshoe pits. There are several trees that will need to be taken down. Then we stopped at the LaCasse Park and Scott Hausler explained how a person had volunteered to donate the funds needed to restore the cannon. Scott Hausler will be contacting the

Southern NE Military Museum to schedule a time for the cannon to be transported. The group then toured Monadnock Park and walked the circumference.

This Thursday they will finish the tours by visiting; Moody Park, Factory St & Arrowhead.

- Strategic Planning – Jodi Tenney suggested that this item be placed in the “Parking Lot” until a resolution had been made regarding how the Claremont Parks & Recreation and GCC Board will continue.
- Review of Fee Schedule for new building – Scott Hausler said they are still trying to determine all the chargeable space for pricing for certain rooms in the building and that they are trying to back into when to begin the selling of memberships and promoting the facility by estimating 3-month prior to the opening date. At this time, pricing will remain as presented during the project presentations given to Council. Tim Hernon mentioned that they purchased a new software module for the Departments registration program and that will allow them to set up new pricing groups and can also delay the charge to when the Center is opened. This will provide the opportunities to pre-sell memberships and promote the building. The staff at the GCC is scheduled for training on the new software starting Monday July 16th, 19th and 20th. The training will take place in-house. Once training is complete and pricing has been set they will create a brochure to be used as a promotional item to sell memberships.

NEW BUSINESS:

Carolyn Towle mentioned that she spoke with Kelly LeBlanc about completing a new application for the Claremont Parks & Recreation Board. Kelly LeBlanc had given Carolyn Towle a copy of a previous application and asked her to make the necessary changes then re-submit.

DIRECTORS REPORT:

- See attached {Exhibit A}
- Carolyn Towle had mentioned that she received good feedback regarding the Movie’s on the Green
- John Napsey, Scott Hausler, Toby Batchelder & Jeff Coburn worked on setting up for the 4th of July and sold raffle ticket to NH Motor Speedway. They gave out 121 pairs of tickets and made about \$300
- Justin Martin a summer employee working at the GCC has been busy working with the Trails Alliance and finalizing the GPS trails in Moody Park.

NON-AGENDA:

- Wayne McElreavy mentioned that a friend recently moved back to the area and was asking what happened to the horseshoe pits that used to be at the top of Moody Park. Scott Hausler said those were removed prior to him being hired. Wayne McElreavy mention that the friend was okay once he realized Veterans had some pits.
- Toby Batchelder asked how Scott Hausler was going to fill Angela Dufield’s position. Scott Hausler mentioned that the job had been posted and they were currently taking applications.
- Toby Batchelder also suggested that we should consider inviting the new AD, Aaron House to our next meeting. Scott Hausler also said that he would invite him to tour the Parks on Thursday.

Motion to adjourn the meeting of 6/18/12 was made by Toby Batchelder, seconded by Wayne McElreavy. Vote: Unanimous Approved

Respectfully Submitted,
Jolene Tenney
Secretary

{Exhibit A}

June 2012
Parks & Recreation Report
Submitted By: Scott Hausler, Director

The new facility project is a busy location in the City. The month of June produced the 8 lane pool shotcrete, roof decking, side panels and most of the floor concrete on the upper level is complete. The smaller pool framing also started and the trusses and near completion.

Like last month, the Department continues to work with Warrenstreet Architects on interior finishes.

** Tennis Tuesdays and Thursdays, Zumba Fitness, Aqua Fit Classes and Pickleball continue to be popular programs with good registration numbers. We now offer Aqua Zumba!

Movies on the Green ended on June 29th. We ended the Movie Night with the movie Hugo and a very nice turnout of movie watchers! We may be seeking additional sponsorships for a few more movies this summer.

Coed Softball is still going on with games and practices.

Registration ended for all ages of Summer Soccer on June 11th. We have over 300 participants. A new group of volunteers are coordinating the soccer program this year for us. Gene Grumman is the youth soccer association president.

Friday Lunch Paddles ended on June 15th!

Start Smart Soccer is still going on Wednesdays from 5:30 pm – 6:30 pm or 6:30 – 7:30 pm. No session on July 4th! Last day will be July 25th at Monadnock Park.

The Summer Outdoor Adventure and Recreation Camp will be entering our 2nd week starting back up on July 9th! We will continue to go on field trips on Friday's, swimming almost every day, hiking, kayaking and geo caching during the 5 weeks. The kids that are returning from last year's camp continue to have a great time and do a great job as well as our new campers!

Registrations were opened for Mini Cardinals football at the beginning of May. We are currently looking for a head coach for the mini cards and have had a couple people bite.

Quick Start Tennis Level I had a successful start with a full roster, with a few on our waiting list. Dustin Tenney is our tennis coordinator. Level II will be starting the first week of July.

Babe Ruth Summer Baseball Registrations are over. Paul Silva is coordinating the summer Babe Ruth Program. We have 2 teams and games have begun.

We are going to try to offer another Field Hockey Camp again this year for the 7th-8th graders. Numbers are looking better.

Rick Scott Soccer Camp started June 18th. The soccer camp ended on June 22nd.

Touchline Soccer Camp begins on July 16th!

We are preparing for our 4th of July which will be taking place at Monadnock Park. Events will begin at 6:30pm!

Also in the works, we have been preparing for the Lollipop Carnival which is to be held at Veterans' Park August 10th from 10:30 am to 2:00pm!

This year, we have put together some new and exciting activities for our Chalk it Up Event at Broad Street Park on July 18th from noon to 1:30 pm. In addition to showing our artistic side and decoration the park we will be playing games like hopscotch and making sand art using Chalk! Much more will be offered for this event!

Theatre Camp with Phaedra Lauchance for beginners has ended with the 29th being the last day. Phaedra will be doing the Advanced Theatre Camp starting July 2!

Friday, Lunch Paddles has ended for the year. Wednesday night excursion continues until August 1st!

The City is host to the Claremont Farmers Market at Broad Street Park. The first day was June 7th.

Summer employee, Justin Martin started working again with the Trails Alliance to finalize the GPS Data of the trails system. The new signage program will be put into place soon. A survey yielded a lot of support for the trails locally. We hope to tap into those resources moving forward with projects in the park.

The All Out In Moody Park Trail Run went off great. We had over 150 racers compete this year. Also, several children participated in both races. Many of the kids 11 and under completed the 5.6 mile course!