

Town of Lee Recreation Commission

Meeting Minutes for 11/1/2016

Call to Order

- Meeting called to order at 6:30PM.
- Larry Kindberg, Joseph Hannon, Annette Brown and James Lonano were in attendance.
- The minutes from the October meeting were approved as amended.
 - The minutes were amended to reflect the conversation held at the last meeting indicating that the Commission did not agree there is a need for potable water at LRP.

Treasurer's Report

- There is approximately \$8,000 left in the FY' 17 Budget for programs through 6/30/2017.
- Updated information regarding expenditures and profit and loss statements is still needed.
- The abbreviated treasurer's report was accepted.

Old Business

- The proposed budget for FY' 18 (7/1/17 – 6/30/18) was completed.
 - Included was the request for a Warrant Article to have \$10,000 deposited into the Trust Fund Account.
 - The Equipment line was deleted from the proposed budget. In its place, a line for Landscaping was put in with the request for a Warrant Article to have \$7,000 withdrawn from the Trust Fund Account to pay for the first phase of landscaping at Little River Park ("LRP").
 - An updated statement from the Trust Fund Account will be obtained – it is believed there is approximately \$29,000 – \$30,000 in the Trust Fund Account.
- Dawn Genes was present to make a presentation about a proposed landscaping plan for LRP. Ms. Genes had previously obtained a "Conceptual Landscape Design" drafted by Lauren Chase-Rowell, a former professor at the Thompson School at UNH for landscaping at LRP, which envisioned a landscape reflective of the natural area and taking into account the makeup of the soil at LRP. Using these plans, Ms. Genes had obtained a sales quote from Mark at Pawtuckaway Nursery in 2013.
 - The Commission would like to move forward with Phase 1 of the landscaping project at LRP. There is \$7,000 reserved in the trust fund for this phase and we still have 2 gift certificates to Pawtuckaway Nursery (\$500 & \$250) that can be used as well.
 - It was discussed that Phase 1 would include the area of the park near the Pavilion and sand box, closest to the parking lot as this is most visible from the street and the first area visitors would come upon at LRP.
 - Next steps would include requesting a Warrant Article be placed on the ballot allowing for this \$7,000 to be withdrawn from the Trust Fund Account and used for this project. Also we will need to secure an updated sales quote from Pawtuckaway Nursery along with quotes from other vendors.

- The Commission will also solicit input from the Conservation Commission.
- We will also consider arranging a site visit with potential vendors, the Commission members and the Conservation Commission to see what can be done with the available funds. Ms. Genes expressed an interest in attending as well.
- The Commission would like to move forward with the Movie Night programs and possibly hold one event during FY'17.
 - We need to secure the list of movies available that do not require royalty fees. It was also decided we should secure the other lists of movies available that do require royalty fees.
 - We will set the schedule for these programs (2 of them) at the next meeting, or at the January 2017 meeting.

New Business

- Larry recently secured price quotes for the refurbishment of the tennis courts.
 - Lineberry Tennis, LLC conducted a site visit with Larry and provided a quote at \$29,000. Some money could be saved off the quote if the Town took care of removing the existing fence and net structures. This vendor would recycle/reuse as much material as possible – e.g., pulverize the existing blacktop to be used as the base for the new blacktop.
 - Tennis Courts of NH, Inc. conducted its own site visit and provided a quote at \$65,000. This vendor would take care of all demolition and removal and bring in and install all new materials/equipment.
 - There is currently \$20,000 allocated in the Trust Fund Account for this project. We will need to further discuss the logistics regarding Warrant Articles for depositing into and withdrawing out of the Trust Fund Account so that we can determine whether this project can be completed during FY'17.
- The Commission reviewed the draft 2016 Recreation Commission Report to be submitted to the Select Board – the report highlights the mission of the Commission and provides an overview of the Commission's activities and programs in 2016.
 - Some minor edits were made to the Report, which was then approved as edited.
 - The Report will be submitted to the Select Board.

Conclusion

- The next meeting is scheduled for Tuesday, December 6, 2016 at 6:30PM to be held at the Public Safety Complex.
- The meeting was adjourned at 8:05PM.