

****Please Note: Items to be placed on the Meeting Agenda must be submitted by 4 p.m. on the preceding Friday****

MOULTONBOROUGH RECREATION DEPARTMENT

ADVISORY BOARD

Mission Statement

The mission of the Advisory Board to the Moultonborough Recreation Department is to provide the public a standard of excellence in programs and services in a cooperative spirit that encourages participation in recreation, sport and leisure activities, while carefully promoting and utilizing recreational resources and facilities available in the community.

Purpose

The principal function of the Advisory Board is to serve as a communication bridge between the Recreation Director, the Board of Selectmen and the Community and to promote programs and services to encourage support from our community through input and participation.

Monday, February 13, 2012
7:00 P.M.
Recreation Department

MINUTES

- I. CALL TO ORDER 7:00
- II. PLEDGE OF ALLEGIANCE
- III. REVIEW / APPROVAL MINUTES: January 9, 2012. Celeste made housekeeping changes to the Draft Minutes by changing December to January and adding February 13th, 2012 to item VIII. Celeste moved. Morgen seconded. All in favor.
- IV. NEW BUSINESS

- a. Review of Member's Terms and Letter to the BOS regarding Carla's reappointment:

Celeste sent a letter to the BOS to reappoint Carla and it is on their 2/16 Agenda. Also, the BOS (through Celeste emailing with Hope Kokas) wanted us to be aware of our Term Limits. Al has another document that includes different term limits. Al stated that Limits should follow the BOS standard of 2-2-1 to keep members' terms from all expiring at the same time. Chris pointed out that people who were appointed to fill out resigned terms should have just served the remainder of that original term and then be appointed for a complete term and that process does not appear to have been followed with our terms. Carla pointed out that the dates still don't jibe even taking that into account because Carla and Al should be up at the same time. Donna said the other piece is that the BOS appoints the alternates to permanent RAB status and not the existing RAB members. Donna and Al both thought the opposite process was the standard. Celeste and Carla both agreed that we already resolved this issue once. Morgen received a letter stating she needs to go to Town Hall to take an oath to become a permanent member, which she

already did by virtue of her alternate status, which would point to the new standard. Celeste brought up the fact that they couldn't locate her information anywhere but once Hope found it she was all set and did not need to go to Town Hall even though her status changed from alternate when she initially took the oath to her now permanent status. Chris believes that, if the role of an alternate is to stand in for a permanent member, then that person has full voting rights. If we had multiple alternates we would vote for who should vote at that meeting so we are in fact granting permanent status ourselves for at least that meeting. In going back to the Term Limit Issue it was decided that Celeste would base the rotation cycle on Carla and Al's terms and take it to Town Hall to get from 3-1-1 back to 2-2-1. Carla has already expired according to the town. Chris wondered if issues such as this would get resolved better if we went the more formal route of asking to be put on the BOS agenda as opposed to informally stopping in to ask questions or just sending a letter. Al believes the BOS will go along with what we present as long as we follow the term standards they initially tasked the RAB with when first formed. All members want to make sure the Alternate positions are being posted as well. Al believes one member should go in to present these issues so we should file a note telling them we want to be on their agenda. Celeste will go through the dates and make sure everyone's end dates are correct.

b. Recreation Department Revolving Fund/Warrant Article – Donna explained that the warrant article will discuss amending the vote from 1994 to allow them to directly use their user fees for programming for the MRD. It will reduce the amount to be raised by taxes for the MRD by \$95,000 without cutting services. The wording does give the MRD full discretion to the MRD for the use of the funds subject to its policies and procedures. However, the fund will be budgeted. All revenue producing programs (anything with a fee charged) will go into the revolving fund. Anything without a revenue stream (Hershey track and field, after school program, etc...) will remain in the tax supported budget. All full time staff stay in tax supported budget. Some seasonal employees (tennis and swimming instructor) have been moved and goal is to get all seasonal staff into that fund. Being self-supporting would price MRD out of existence but is trying to do a better job of supporting programs. Donna fully supports the way the revolving fund will now be used and is a win win for the MRD and the Town. Budget was built around using this fund.

Chris questioned how much of a cushion is in the revolving fund. Donna was unsure and will get the number from Heidi. She also pointed out that the fund was not intended to be used as a capital reserve fund but under the RSA it can also be used for improvements. Chris then asked how much revenue the MRD brings in and Donna pegged it between \$45-50K and can get exact figures. On average they meet this figure. Donna also explained that funding will be different as the MRD's portion of the beach/dump permits will now go into the general fund. Now only their revenue will go into the fund. Chris wanted to know how revenue expectations are being increased. Donna estimates that they can get to 85K. It seems to Chris that this isn't a win for the MRD if they're going to be down 50K and will

eventually run out of money. Donna said the MRD wouldn't be due to the cushion and the goal is to make incremental changes to increase revenue annually. For example, camp, swimming and tennis fees will increase this year. They are small increments because the same people sign up for all. Carla also pointed out that the MRD always comes in under budget so that is another cushion. Chris then questioned whether this new way of funding is a salve for the naysayers of the department. Donna views this more as a way to reduce the questions. Before (the new use of the fund) the MRD would plan a trip with 100% of the expense upfront going to the taxpayers who then don't always see the revenue stream once fees are paid. These fees went into the general fund as offsetting revenue but hard to track, now it's more traceable. Donna believes that the Parks and Rec. Dept. is a key element to the town and it's important for some activities to be taxpayer funded as they benefit the community but this way those who use it are also paying for activities. Chris then questioned the discretionary aspect of the warrant by asking what are the MRD's policies and procedures. The BOS are firming the policy up right now and she knows it will include spending schedules wherein she will need TA approval above a certain spending cap of \$2,500 and BOS approval for 5K+. Chris appreciates that checks and balances are in place and asked whether the ABC and BOS had voted on the matter. Donna answered in the affirmative for both. Donna added that she is in favor of the direction of some self-sufficiency that the MRD is taking and in answering Chris' question regarding the initiation of this warrant article, stated that it stemmed from the rejection of last year's warrant article that would have eliminated the fund. Donna saw other communities using their revolving funds to the fullest and brought in Peterborough and Salem to show how it could be done and was the driving force behind this new warrant article. Chris wants the RAB to be voting for or against items such as this but needs the exact wording before us before doing so. Al commented that he couldn't find it online either. Carla added that she investigated this issue 5 years ago and couldn't follow the paper trail regarding where the revenue goes for the MRD and the article will take away that big gray area. Donna read a draft copy of the warrant article¹⁵. Donna also stated that she believes Carter wrote the actual article, she did not. Morgen then questioned if budget projections were extended to the point where revenue streams would align with expenses and if not, what happens when the cushion is gone. Donna explained that the budget committee and Carter and Michael, as part of his fellowship all reviewed the projections and all were on the same page in believing that 5 years is a comfortable figure.

Talk then turned to ABC and the warrant article that created them. Chris believes it should be for elected terms, not without end. Al said that they are elected positions but were appointed to get them started. Chris informed that he originated the petition warrant article to establish an elected Budget Committee and a town employee amended the wording from elected to appoint a committee to explore having an elected budget committee which they did and then the BOS made their own appointed Budget Committee.

Al then questioned whether Donna was planning on speaking at Town Meeting. While she answered in the negative she will be on hand to answer questions. Both Al and Chris think an explanation would be beneficial. Carla thinks having a copy of the policy on hand would also be helpful. Morgen agreed about the need for an explanation because the warrant article doesn't explain to the taxpayers the piece about revenue going into the general fund. Donna did explain that there were no questions by the BOS or those in the audience before the BOS voted to support the article. Chris again brought up the amount in the fund and all members threw out what they thought was in the fund. Donna will get the exact amount. Chris believes the accountability piece in the warrant article is a real positive. Donna added that it allows for flexibility in planning trips. Al asked that Donna email the figures and she agreed. Chris made a motion that the Board support Article 15 as written in the 2012 Warrant Budget Draft. Celeste seconded. Motion carried.

c. Recreation Department Budget Discussion: the members determined that this issue had been fully discussed above.

V. OLD BUSINESS

a. Report from Al regarding papers filed in permanent record: other Boards do include the agendas so he will include them as well. They include the members, when their appointments expire, mission statements, agendas and then Minutes. Members then debated if we should include Director's Reports. Celeste pointed out that they are referenced to each month in our Minutes and they aren't on the website. Morgen added that we do receive them as part of a monthly packet so it was decided that we should include them.

b. Follow up on Basketball Rules (reference new business item d. in January draft minutes). Morgen reminded the Board that this was included for the clarification on the point disparity. Donna said the only rule she found was that you can't full court press if up by 10 points or more. She has also spoken with Tom from Meredith about the Round Robin this weekend to see if we can either use some of our more experienced officials or at least use older kids to help score. At the end of the season or before next they will revisit the rules. Chris explained that he wants to make sure the coaches feel empowered to have leeway when they are way ahead because it's all part of sportsmanship. Donna agreed that there's other ways to set goals for your team without running up the score. Carla wants to make sure what is decided is given to the league as a whole. Carla used the example of the Tune Up league resetting the clock after each quarter as a simple way to keep even playing time without running up the score. It's important not to leave it to the coaches or the moment, it needs to be in the rules. Carla would also like to work with Tom to get Moultonborough more involved in the decision making process. Donna said that Moultonborough is welcome to participate depending on who is in charge over there.

c. Al brought up past Minutes regarding putting ourselves out there as members. Al wants to make sure the RAB members remember their purpose. Donna needs to get all problems first and she has a complaint procedure. The job of the RAB is to point out the procedure. Chris disagreed because and

quoted our Purpose of being a “communication bridge” between the people and MRD. Carla added that you can listen but people need to follow the procedure first. All agreed that people are sometimes simply venting. Chris also brought up the fact that some people shy away from any controversy and will not put things in writing so there’s a fine line. Donna added that it’s helpful that we all use the vehicle of telling people to come the 2nd Monday of the Month.

- d. Scoreboard: Celeste started the discussion with explaining that Rick was sure the scoreboard worked so we had to wait for it to be checked to determine it does not work and a new one is needed. Donna explained that money has been spent on it, was an inexpensive model, and the toggles continually break. Al then questioned who is making the decision on getting a new board. Donna answered that it’s somewhat of a gray area. It’s in the school but they don’t use it, only MRD does. Al also questioned whether MRD has 3K in funds to pay for one and Donna answered in the negative. Carla believes it’s a school issue and not a MRD issue, which is why Mike had the final say. Chris then wondered why we don’t just approach the school board and wants to pursue it. Celeste wasn’t sure that Mike had the final say and thought his issue was more about the logo and not wanting advertising on it. Chris then questioned price and Donna and Carla thought 5K for the ideal one. Chris pointed out that the amount would not cover installation. Al asked if the problem is that it’s on school property but they don’t use it. Carla and Donna both stated that the board would be utilized if it worked properly. Al wants to nail down the logo issue to see if it’s all logos or just corporate and we could ask a local sponsor. Chris will initiate the conversation between the RAB and the school. All agreed Chris would do the beginning legwork and the whole RAB will present to the School Board, when appropriate, with all the information necessary. Chris also believes we need a 3-4 month time frame to get the project done. Carla will touch base with Harry so he can get to work on his contacts for the best scoreboard. Morgen brought up checking with the school regarding installation for their liability reasons. Celeste commented that Rick is on board with getting a new scoreboard and will hopefully cover the installation.

- VI. RECREATION DEPARTMENT REPORT: Donna highlighted a few items, including a Winter Bingo extension to 2/24. They are interviewing candidates Wednesday. They had 50 applicants and are interviewing 8. Chris is on the committee as well as 3 rec. professionals including Chris Dillon. Carolyn Tracy is a retired Rec. professional. Jody Baker is also on the committee. It’s a great cross-section and will be the first time the MRD is using the new BOS hiring procedure. They are looking for volunteers to help with the skate party which is a go contingent on the weather. Celeste mentioned that she was at the rink Saturday and it was jam packed with people of all ages. There were at least 15 people there while she was there. Celeste also asked for confirmation of vacation events and Donna complied by highlighting all

events including the Carroll County tournament. Carla asked about the upcoming tournament schedule and Donna replied that it's all online. AI also reminded Donna to have items to highlight so they make the Minutes.

VII. CITIZEN INPUT: None.

VIII. NEXT MEETING DATE AND AGENDA: March 5, 2012. A brief discussion ensued regarding schedules and to ensure a quorum the meeting was moved to the earlier date.

IX. ADJOURNMENT – 8:26 p.m.