

New Durham Parks and Recreation

Draft of Minutes

June 19, 2013 New Durham Library 6:30PM

Call to Order @6:34PM

Present: Kristyn Bernier, Dot Veisel, Kellie Chase, Jennie Nyman, Sherri Brulotte, Marcia Berry

Also present: Patti Luckern, candidate for New Durham Parks and Recreation Commission seat

David Bickford, personally videotaping meeting

Public Input: David Bickford asked Chair why recent work session was not videotaped and wanted to know if the decision was the Commission's or Jim Ladd's. Kristyn informed David that the decision was mutual between Jim and herself, and that the Commission is working with WCTV on videotaping actual events so the public can see what our fundraising efforts produce. He will be meeting with Kellie to talk about upcoming events and the Celebrate New Durham weekend in July.

Rec Director's Report: Kellie was asked to update the group on Baseball and Softball, and she talked about the new track and field team which is excelling with kids having a great time. Lower numbers with athletic teams, however other towns are experiencing this as well with all of the options kids have.

Kristyn Bernier made a motion to go into non-public session per RSA 91-A:3, II c to discuss a coaching and parent issue. Seconded by Jennifer Nyman. Roll call with motion passing unanimously. Non-public session entered into at 6:44PM. Public session reconvened at 6:58PM with no decisions made. Refer to separate non-public minutes.

Soccer clinic and program for fall discussed, and Kellie was asked to have Mike Best from the Mountaineers attend the next meeting to coordinate the fall program. Basketball clinics are scheduled for the summer. Lacrosse camp is also scheduled.

Kellie outlined all of the activities and trips planned for the summer. CKC will be joining on trips and Kellie was asked to keep strict record keeping with regard to CKC payments and attendance. Kellie provided a breakdown of staffing needs for the event as had been requested at a previous meeting. Kellie has been asked to provide a complete cost breakdown for the next meeting of the event.

Overview of the Celebrate New Durham Day event. NDFD will be hosting the dinner on Friday night. Rundown of to do list and costs, as well as Kellie's progress on event. Sponsorship letters will need

to be out by June 24 for fundraising. Fundraising and advertising needs to be done and volunteers will be needed. Mr. Bickford was asked if he might consider helping us fundraise and volunteer.

Kellie has a list of students who need to do community service hours through school who will be helping with the event.

PO's provided for signatures.

Summer beach staffing and swim staff all set.

A motion was made by Kristyn Bernier to go into non-public session per RSA 91-A:3,II a to discuss a personnel matter. Seconded by Sherri Brulotte. Roll call with motion passing unanimously. Non-public entered into at 7:40PM. Public session reconvened at 7:50PM with no decisions made. Please refer to separate non-public minutes.

Kellie brought up mailing a flier through the USPS for the Celebrate ND Day event and all summer programming.

Line items are in line with this time of the year for the general fund. Commissioners received the revolving numbers as well. Kellie was asked to have a separate line item for Celebrate ND Day in addition to the fireworks line.

Patti Luckern was introduced to the group as a candidate for one of the two open seats on the Commission. She was given an overview of the mission and tasks of the New Durham Parks and Recreation Commission. Patti advised that she is interested in being appointed to the Commission. Kristyn explained the process of the nomination going to the BOS and that the BOS is the appointing body. Kristyn advised that she is going to ask that the vetting policy for volunteers be waived and reconsidered by the BOS as it is an insult to anyone willing to give of their time. There is also a time constraint since the position needs to be filled and the extra person would be helpful for the upcoming events. Patti stated that she would help with the Celebrate ND Day event regardless. The next BOS meeting is July 15, and Kristyn will notify the BOS of the nomination immediately and get back to Patti regarding the process.

Bob Hamilton was asked to assess the needs of the retaining wall at the beach, and an estimate and outline of necessary work was provided to Kellie. The job cost is far more than can be done at this

time, however the wall needs to be done as the run-off is an issue, as well as that it will also provide extra parking. Kristyn will contact Bob to meet with him about the possibility of decreasing the area affected or other options given the maintenance budget.

Kellie was asked to have time sheets for all employees at next meeting.

Minute approval was moved to the next meeting for the sake of time.

Kellie Chase was excused from the meeting upon the completion of updates regarding the Recreation Department.

CKC: Laura was not in attendance, therefore Dot and Sherri provided an update to the group. Monthly meetings have been held for CKC with the supervision being handled by Dot and Sherri. Dot provided a list and estimated cost of snacks and supplies for the summer program with an estimate of \$150.00. The group discussed allotting more. Dot did advise that the ice cost is down since they are now making ice using ice trays.

Kristyn Bernier made a motion to allow for the expenditure of \$200 for all summer necessities. Motion seconded by Jennifer Nyman. Motion passed unanimously.

Kristyn Bernier made a motion to go into non-public session per RSA 91-A:3 II a and c to discuss a personnel issue and financial issues specific to certain families. Motion seconded by Sherri Brulotte. Roll call with motion passing unanimously. Non-public session entered into at 8:35PM. Public session reconvened at 9:04 with no decisions. Refer to separate non-public minutes.

Time sheets and PO's signed. Staffing all set for summer.

Jennifer Nyman made a motion to purchase a \$50.00 gift card from Johnson's for Jackie Snyder for the time she donated in getting the new financial clerk up and running. Motion seconded by Sherri Brulotte. Motion passed unanimously.

Next meeting date set for July 22, 2013 at 6:30PM at ND School. That agenda will be event oriented, minute approval and soccer planning.

Dot Veisel made a motion to adjourn, seconded by Kristyn Bernier. Motion passed unanimously with meeting adjourned at 9:09PM.