

Town of Weare

Parks and Recreation Commission

Meeting Minutes

October 10, 2023

**MEETING CALLED TO ORDER:** 7:07 pm

**MEMBERS IN ATTENDANCE**: Vice Chair, David Lundeen; Denise Purington; Director, Lisa Grolljahn, Salim Blume Ex-Officio.

**EXCUSED:** Chair, JaNeen Lentsch; Pam Moul

**NOT PRESENT**:

**Pledge of Allegiance**

**AMENDMENTS TO AGENDA:** None

**PUBLIC COMMENT:** Raymond Banks JR., Raymond Banks III, James Brown were present to voice their concerns regarding the East Road property owned by the Town of Weare, and questions and concerns about potential future use of these fields. An updated was provided by the Commission on the work that has been done to date. No plans have been formalized for any properties to date, currently the Commission is researching potential properties for the expansion of athletic fields.

**APPROVAL OF MINUTES**: September meeting minute approval was deferred to the November meeting. Ms. Purington submitted changes to those minutes related to the sandbox timers.

**Agenda Topics**

Topic: Tennis Courts

Ms. Purington reported that some of the cracks have been filled, mainly on the play surface and on the courts closest to the parking lot. Due to lack of resources to assist with filling the cracks and the changing temperatures many of the cracks will not get filled. In addition the overgrown bushes have been cut from the fence and the surrounding area by several community members. This was to prevent damage to the fencing and new surface as many of the overgrown bushes had red berries that were dropping on the courts.

Action Items: Tennis nets will be taken down November 11, 2023 at 9am and courts will be closed for the season.

Topic: Skate Park Nothing new. Still awaiting Eagle Scott’s project for new feature to be added.

Action Items:

Topic: Bolton

PACK 24 Scotts will be doing a Bolton Park clean up on November 4th.

Gates have been repaired but not locked as of yet. Park will be closing for the season December 1st.

Regarding weeds and growth in and around playground fence. This area is currently not covered by the current town contract for ground maintenance. The current contract runs through November 2024 therefore nothing can be added until then. A separate agreement and budget dollars for this areas would need to be included in Park and Rec’s 2024 budget.

Regarding playground woodchips. The Town Administrator has been asked to check with legal counsel as to the requirements for playground grade chips. Awaiting answer.

A discussion took place among the Commission members about how to address families leaving broken toys and trash on the playground. More messaging on social media may be necessary.

Action Items: Ms. Grolljahn to contact Stockhaus for quote.

Topic: Chase Park

Volumes for the 2023 season were reviewed. Volumes remained steady again this year despite the rainy weather and boat usage was up slightly over last year. Changes to the park fees this season did not seem to deter people from using the park. The park is now closed for the season and gates will be reopened for winter ice fishing season.

The Life Guard’s course reimbursement was discussed. The individual who was in this position did meet the necessary hours to cover half of his course fee. Ms. Grolljahn made a motion to reimburse the first half of the lifeguard course for the amount of one hundred and ninety-seven dollars and fifty cents ($197.50) to be taken from account 680. The motion was seconded by Mr. Lundeen. Further discussion took place on the motion since at present there is not enough funds in the budget to meet the obligations of the Commission through the end of the year. Ms. Purington suggested that the cost of the gates that were repaired be taken from the revolving account as this is what this account was intended for. By doing this it would free up approximately four thousand dollars in the budget giving the Commission enough funds to meet their obligations for the year. Mr. Blume had some questions and concerns as to whether this could be done and suggested we confirm this with Ms. Rouse in the Town Finance office. Members agreed if the revolving funds could be used that all cost for gate repairs should be taken from the revolving account. With no further discussion the motion was advanced for vote, all we in favor and the motion passed.

Trees still need to be taken down. Mr. Lundeen confirmed trees are marked with red paint and ready for DPW to take down.

Action Items: Mr. Lundeen indicated he can meet DPW at the park if they have any questions about which trees that will come down.

Topic: Budget

Budget for 2024 is due to be submitted by October 20th. With time being of the essence a decision was made to meet on October 17th to work on the development of the 2024 budget.

Additional discussion took place as to what issues related to Chase Park salaries needed to be discussed in a closed session.

Action Items: Under RSA-91:A-3 II C further discussion regarding salary issues for the 2023 season will be discussed in closed session.

Topic: Senior Event

Ms. Purington reported that she has met with the Weare Middle School regarding their assistance with hosting a senior holiday meal this fall. They are very much in favor of helping and will engage student council, the FACTS program and the Music Program. They have suggested December 6, 2023 from 4-6pm. Ms. Purington has also spoken to Hands and Hands Senior Center and the Weare-ites and note organizations were supportive on hosting a holiday meal over giving out baskets this year. If the cost of gate repairs in taken from the revolving fund and the four thousand dollars restored to the budget then we would have nine hundred dollars to cover the cost of this event. The school can accommodate between thirty and fifty seniors.

Action Items: The decision to do this will be postponed until the October 17th meeting at which time we will have guidance on use of the revolving fund.

Topic: Gazebo

Benches still require repair. Ms. Grolljahn noted that she saw kids climbing and swinging on Gazebo and stop by and spoke with the adults who were supervising them and they indicated they would speak with the kids.

Action Items: None at this time.

Topic: East Road Property Assessment

Ms. Purington provided an update on what has been assessed to date. She updated Commission members as to her presentation to the Select Board. Documents found and reviewed to date include Warranty Deed, Fiduciary Deed, minutes to the 2013 Deliberative Session, Warrant Article 29 and the results of the vote, Conservation Commission meeting minutes dated December 13, 2013 and January 8 2014. The warrant article indicated that 20 acres would be set aside for future recreational facilities and gravel pit. The warrant article does not specify where on the property the recreational facilities need to be. Ms. Purington reported that the Select Board have agreed to seek legal opinion of the status of this site regards to future us and conservation. Ms. Purington will also be attending the next Conservation Commission meeting to gather further information.

Ms. Purington has identified and contacted three engineering firms to gather information on the potential cost to complete a site survey and plan that could be used in drafting a warrant article should the Select Board decide to move forward with this site. Ms. Purington reported that there is an existing Capital Reserve Fund that was established in 2005 called the Recreational Development and Improvement Fund for the purpose of developing and improving town recreation facilities.

Action Items: Ms. Purington will speak with the Town Administrator to determine if the Capital Fund still exists and if any funds remain in it.

Topic: Pumpkin Hunt

In light of the current budget freeze and limited resources due to resignation of one Commission members this year pumpkin hunt will be canceled.

Action Items: Ms. Grolljahn to put this on Parks and Recreation Facebook page.

Topic: 2023 Budget

A discussion to place regarding year-to-date spending and the causes behind the current overages. Discussion regarding the funding for gate repair and the possible use of the newly established revolving fund was part of the discussion along with the need in the future to have more transparency as to what invoices are being approved, what is being spent to support Chase Park repairs and assuring there are adequate funds to cover all necessary expenditures. Review of current expenditures took place.

Currently the Commissions YTD obligations for exceed what remains in the budget.

Ms. Grolljahn expressed concern over raising cost of internet at Chase Park and increase cost of phone services at the park. Further research is needed to determine if services could be provided by another vendor at a lower cost.

Ms. Purington spoke again about use of revolving account for park repairs which is what it was intended for. See discussion in minutes under the Chase Park topic. Commission members agreed we need to develop a plan for 2024 on how to use the funds in the revolving account to meet park repairs.

Action Items: Going forward all expenditures need to be approved by Commission before any actual purchases occur. Going forward a process will be established to review all expenses at each meeting before any new items are approved. This will include YTD expenditures on trash removal, port-a-porty, phone and electricity. Moving forward the Commission will ask for more expenditure details at each meeting. This will include monthly hours at Chase Park.

Topic: 2024 Budget Planning meeting

Action Items: Commission will meet at 6pm October 17th to develop 2024 budget.

Topic: Trees at Chase Park

DWP was asking about trees that need to be cut. Mr. Lundeen reported all trees have been marked with orange x’s.

Action Items: Mr. Lundeen is available to meet with DPW if they have any questions.

Topic: Replacement of vacant positions on Parks and Recreation Commission

Currently there are two open positions on the commission with three positions expiring in 2024. Chair and Vice Chair need to be voted on. Mr. Lundeen indicated he preferred to remain as Vice Chair.

Action Items: Announcements regarding open positions will be placed on the Commissions Facebook page and webpage. We will also notify WAC of vacancies should some of their members be interested.

Topic: Non Public Session

Action Items: Ms. Purington made a motion under RSA-91:A-3 II C to go into non public session with Ms. Grolljahn seconding it. Role call vote, Mr. Lundeen Yes, Ms. Grolljahn yes, Ms. Purington Yes, Mr. Blume yes. Meeting will be ending after non public session.

Next Meeting: November 14 2023 at 7:00 PM

MEETING ADJOURNED: A motion was made by Ms. Purington under RSA-91:A-3 II C to go into non public session at 8:41 pm, it was seconded by Ms. Grolljahn, all were in favor. Motion passed and meeting was adjourned at 8:41pm.

Minutes Recorded by Denise Purington