



Town of Weare Parks and Recreation Commission Meeting Minutes July 19, 2022

MEETING CALLED TO ORDER: 7:00 pm

MEMBERS IN ATTENDANCE: Chair, JaNeen Lentsch; Pam Moul; Denise Purington; Director, Lisa Grolljahn,

EXCUSED: David Lundeen

NOT PRESENT: John Van Loendersloot

Pledge of Allegiance

AMENDMENTS TO AGENDA: None

PUBLIC COMMENT: None

Agenda Topics

Topic: Irrigation System Bolton Field

Ms. Grolljahn reported that Frosty's Plumbing & Heating serviced irrigation well tank and bladder is not holding air causing pump to turn on and off. Faulty pressure switch was replaced. This is a temporary fix and well tank needs to be replaced as soon as possible. Ms. Grolljahn presented a quote of \$1,100 to replace tank.

Action Items: JaNeen Lentsch made a motioned to replace the irrigation tank at a cost of \$1,100 and Pam Moul seconded that motion. All were in favor and the motion passed. Ms. Grolljahn to notify Frosty's Plumbing and Heating.

Topic: Structure of surrounding towns Parks and Recreation Commissions/Departments.

Ms. Purington present research findings of how areas towns budget and fund their Parks and Recreation Commission. She spoke with Hillsboro Town Administrator and New Boston Parks and Recreation Director. Ms. Lentsch provided information on how the Town of Henniker is structured.

Action Items: None

Topic: Special Revenue, Revolving Revenue and Capital Reserve Funds

Ms. Purington presented an overview of how Special Revenue, Revolving Revenue and Capital Reserve Funds are used and what their intended uses are. She referenced the New Hampshire Municipal Association (NHMA). This was informational only as the Parks and Recreation Commission is preparing for the 2023 budgeting process. The differences between the three types of accounts were presented and what the State sets as the intended use. Discussion took place as to how a Revolving Revenue account funded by Parks and Recreation Fees could assist with growing costs to maintain and repair existing parks, fields and facilities. Discussion on the future need for a Capital Reserve fund for the future full replacement of the aging and decaying tennis courts took place.

Action Items: The Commission agreed that a Revolving Revenue Fund using fees already collected at Chase Park would assist in avoiding increases in annual budget and will look to draft language for a warrant article for the 2023 budget process. The Commission is not sure that a Capital Reserve Fund should be established in the 2023 budget process.

Topic: Review of Parks and Recreation's revenue, volumes and expenses.

In preparation for the 2023 budget process Ms. Purington presented a lookback from 2017 through 2021 at Parks and Recreation's volumes at Chase Park, revenue at Chase Park and Parks and Recreation's expenses. Of notable interest were volume decreases at Chase Park, and steady increases in expenses in the areas of trash removal, portable toilets, park maintenance, and park repairs. Budgeted amounts have remained flat while expenses have steadily increased. This discussion further supports the need for a Revolving Revenue Fund that will assist with those areas of maintenance that have fallen behind due to lack of funds. Noted was that some deferring of maintenance due to lack of funds has now cause potential safety issues with the Skate Board Park as one example.

Action Items: No immediate action items

Topic: Development of Warrant Articles for 2023 budget process, revenue opportunities

General discussion on next steps to prepare for this fall's 2023 budget process.

Action Items: Begin to draft language for warrant article for Revolving Revenue Fund to be presented to Board of Selectmen and Finance Committee during the budget process.

Topic: CIP Process for Tennis Court Replacement and Overview of State of NH Land and Water Conservation Fund Grant.

Ms. Purington presented an overview of what the State of NH Land and Water Conservation Fund Grant is and how it might be accessed to support future replacement of the Tennis Courts through a 50/50 match opportunity. Ms. Purington reminded the Commission that this Grant was awarded to The Town of Weare in 1976 for the development of the current Tennis Courts and was also awarded to the Town of Weare for the development of Purington Field. This is an annual grant process that takes approximately one year to apply for. Further discussion took place on the CIP process that will begin in September. The goal of this discussion was educational and to begin to gather what will be needed if

and when a capital replacement process begins for the tennis courts. Ms. Purington reminded the Commission that the current resurfacing of the courts is only a 2-3 year fix and future repairs will no longer be an option as this is the third time these courts have been patched. The original courts were installed in 1980.

Action Items: To look at what if any steps might be needed now to prepare for future capital campaign to replace existing tennis courts.

Next Meeting: August 9, 2022 at 7:00 PM

MEETING ADJOURNED @ 9pm

Minutes Recorded by Denise Purington