



Town of Weare Parks and Recreation

***Meeting Minute
October 9, 2012***

MEETING CALLED TO ORDER: ~7:00PM

MEMBERS IN ATTENDANCE: Randy Magoon, Jim Leary, Gene Propper, Chuck Metcalf, Valerie King, Melissa Drury, Mike Housman and Kathy Robichaud

CAPTIAL IMPROVEMENT PROJECTS (CIP):

- Paul Morin from the CIP Committee came to speak with PARC about the CIP process, including describing what is and what is not a CIP project, the procedure for requesting funding and how to fill out the forms.
- Key features of a CIP project:
 1. The project must have a minimum cost of \$10,000. If the project costs less, it should be taken directly to the BOS to request funding;
 2. Needs to build new or expand an existing resource;
 3. It is not the same as Capital Reserve Funds, which go through the Finance Committee who advise BOS on which items are recommended for inclusion on the ballot;
 4. Projections for upcoming projects should be extended out 6 years;
 5. Maintenance projects do not qualify for CIP funds;
 6. The process for requesting funds should begin in June of each year;
 7. Paul and other members of the Committee are available for help.
- PARC members will meet next Tuesday (10/16) at 6PM at the town hall to revise and refine its CIP request. Jim L. will speak to Jack Dearborne to let him know PARC will be resubmitting a request, and Mike will reach out to the youth sport groups for data on number of kids now and in the past (to demonstrate increase in demand for the fields)

PARK/FIELD MAINTENANCE:

- Gene asked Kathy to attend this meeting so he could personally thank her for all she did during the glass-in-sand crisis. He also asked her to provide the Committee members with her "wish list" of things that need attention at Chase Park. These items included:
 1. Fixing the outlet near the phone-it keeps tripping;
 2. Fix the pipes in the pump room-they are backwards;
 3. Paint the walls and floors in bathrooms and the floor of the gatehouse;
 4. Trim and take down the trees (including at least one dead one) around the park, particularly near the boat ramp;

5. Repair/replace the bathroom roof - it is leaking badly;
 6. Repair the tar on the roadway near the gatehouse that was dug up when the did the electrical work;
 7. Repair the hole in the gatehouse from the old electric pole - it is big enough for a mouse or chipmunk to get in;
 8. Remove the dock that was dumped off at the ramp.
- Chip Meany (Code Enforcement Officer) indicated that he will coordinate the winterization of Chase Park. Chuck will talk to Chip about his concern that, as plumbed, the system will not completely drain.
 - Mike researched prices for replacing the swim-lines. Prices were as follows:
 - ✓ \$275 for new "wake" buoys (59"x12")
 - ✓ \$47.50 for 600ft of 3/8" swim-line
 - ✓ \$3.35 for each 3"x5" buoys.

Prices do not include shipping and handling. The decision was made for Mike to order 2 "wake" buoys, 1-600ft length of line and 40 of the small buoys. The funds will be taken from the water safety line of the budget.
 - PARC needs to set deadlines for lawn care requests so requests get done in a timely manner. If, for example, the contractor can't complete a request within 2 weeks, the Committee needs to be able to go elsewhere to get the service done.
 - For at least 2 weeks, the porta-potties at Bolton have been zip-tied closed and can't be used. Mike will look into this and find out who did this and why so it can be corrected. We should not be paying for porta-potties the kids can't use!
 - Mike to take a look at the backstop at Ineson to see what needs to be done about the missing pole.
 - Mike will price out a 5-tier bleacher to replace the one at Bolton that is missing a bench.
 - Chuck will check out the spacing of the poles at Purington(?) to make sure there is not enough room for a car to access the field.

OTHER BUSINESS:

- The Budget worksheet needs to be completed very soon. Members agreed to work on completing this form during our meeting next Tuesday (10/16).
- The Halloween party will be held on Nov. 3rd. The town hall sign is not available. Mike will suggest to Megan that her group ask the Police and Fire to use their signs to advertise for this year's party. Thinking toward the future, Chuck will submit reservation forms to reserve the old town hall for the next 3 years.

- Jim L. updated the Committee on the town's progress to acquire conservation land on East Road. We are still waiting to hear if this property can be used for ball fields. The parcel is 273 acres. The request is for at least 20 acres of this land to be set aside as non-conservation land (so we can develop ball fields).
- Melissa has set a date of January 26th for the Snowflake Festival. Chuck will check with Mary about reserving the sign in front of the old town hall for advertising this event.
- Gene announced that he was officially stepping down as Chairman at the conclusion of this meeting. He will remain on PARC as a regular member.

MEETING ADJOURNED: 9:10PM