



# Town of Weare Parks and Recreation

*Meeting Minutes  
January 5, 2016*

**MEETING CALLED TO ORDER:** 7:10 PM

**MEMBERS IN ATTENDANCE:** Randy Magoon - Chair, Melissa Drury – Vice Chair, J'Amy Colburn, Karyn Stogner - Coordinator

**PUBLIC COMMENT:** None

## **-Action Items in Blue Bold-**

J'Amy made motion to approve the December meeting minutes. Randy 2<sup>nd</sup> – all approve/none opposed.

## **COORDINATOR'S REPORT/PARK UPDATES**

1. WCN next article due in January for February print. Will focus on PARC CIP. In December received email from Eric Emmerling looking to do section on CIP in March. Asked who he could interview. Recommended Karyn Stogner or Melissa Drury. Also recommended that he attend one of our monthly meetings. NFI
2. CIP 2016: NFI for now.
3. Skate Park –**Still waiting for donation of work on fence.**
4. Need to order signs for parks. **Trailblazing local signage company - Melissa to contact. Will vote next month. NFI**
5. Community Service Opportunities: JSRHS Intersession Activities have been circulated to students. Scheduled to occur April 21 & 22. One activity involves local park improvements – Bolton/Skate Park, etc. Will need to reach out to teacher coordinators so that PARC is kept informed of what they plan to do, or to provide guidance.
6. Community Events: Skate night set – JANUARY 22, 2016 from 7 – 8:30 PM (weather permitting). Will post flyers at local stores, library, school. Will send email blast with info/flyer. Melissa to post on FB page. Karyn will send to Channel 6. J'Amy motioned to spend up to \$100 on supplies. Melissa 2<sup>nd</sup>. Vote unanimous. Karyn will pick up cocoa and cookies and glow-in-the-dark items. Will borrow bon fire pit from Chuck Metcalf. Jim Leary to provide wood. Will need to pick up 2 picnic tables and skate signs from Chase. Karyn will put out sandwich signs with information. Randy has portable lights.
7. Budget: NFI
8. Chase Park: NFI. Will need to have DPW plow and sand the lot.
9. Lawn care: NFI

10. Senior: Karyn to reach out to White Birch regarding 2016 memberships.
11. **Consider fencing or some other sort of barrier around Ineson field. Will need to determine whether any sprinkler heads were damaged in the spring when irrigation is turned back on.**
12. Annual report submitted.
13. Call from Naomi Bolton concerning 4-wheeler damage on Bolton Football Field. Has contacted WPD for assistance. NFI

### **Tennis Court**

1. J'Amy Colburn has been in touch with Mrs. Straw regarding Mildred Hall Fund. Ms. Hall has copied the proposal to the other members and will meet with the other voting members on 1/13/16. J'Amy received compliments on how well-prepared the proposal was. No need to attend the 1/13/16 meeting of the Mildred Hall Fund members. Will let us know.

### **Ice Rink**

1. Water is all the way up to the top on the 114 side. Liner protective boards all screwed in – except for 114 side. Skate night scheduled as noted above – January 22, 2016 – 7:00 – 8:30 PM.

### **Weare Community News**

1. Karyn will draft article each month. Next article focused on CIP.

### **Senior Citizen Initiatives**

1. Karyn to contact White Birch for 2016 membership fees. Will likely continue with this.

### **Facility use forms**

1. A facility use form received from Melissa Dwalga for use of the Gazebo for a wedding ceremony on 10/22/16 from 2:00 PM to 6:00 PM. A **\$40.00 usage fee** is required for use of the facility. Karyn will reach out to applicant and let Town Administrator's office know.

### **CIP/Budget**

1. CIP - NFI
2. Budget- 17% budget left. Greatly due to budget freeze in October.

### **Irrigation**

1. Carryover: **Sleeve the irrigation wires inside the shed and change the rain sensor at Bolton. Also changing the rain sensor at Ineson.**

## **Board Member Recruitment Efforts**

1. Carryover: J'Amy asked for updates on recruiting Board members to PARC - Jim Leary has an interested party and will encourage to attend a meeting. **Karyn to post in Community news and all members continue efforts and share at January meeting.**
2. Carryover: Possible scrolling TV in Town Clerk's Office similar to Channel 6. **Openings to be posted.**

## **Volunteer Efforts - THANK YOU!**

## **Activities**

Skate Night – January 22, 2016 @ 7 – 8:30. See details above in coordinators report

## **Disc Golf**

1. **Jeremy researched cost if 9-hole disc golf. Cost is approx. \$5,000.00.**

## **Minutes**

1. Town to create position for note taker.
2. Karyn will coordinate for time being.

## **Property/Facility Tracking Initiative**

1. Randy presented board with a draft property/facility tracking sheet for Chase Park.  
Items:

SOP for opening/closing the park

- Open - order car/boat stickers (March/April)
- order park supplies (TP; cleaner; trash bags, etc)
  - employee applications March
  - employee candidate interviews April
  - chlorinate well
  - dewinterize bath house
  - property clean-up
  - update message on phone service
  - open memorial day weekend

- Close - winterize gate house
- winterize bath house

Sand

- Every 2 years

Ropes & Buoys

- Replace every 5 years (last done 2013)

Paint bath house/outbuildings

- Every 6 years
- Last time completed – unknown
- To be done 2016

Septic Pumping

- Every 3 years (last done 2013)

Tree Pruning

- Every 8 – 10 years (last done 2015)

Red Cross Stairs

- TBD

Master Plan Items

- Boat Ramp (2017)
  - Landscaping (2018)
  - Erosion Control / Red Cross Area (short/long term)
  - Bathhouse Remodel (2016)
  - Stationary BBQ Pits (2017)
  - Irrigation (2018)
  - Tiered landscaping (2019)
  - Potable Water System
- \*\*subject to change dependent upon CIP approvals\*\*

Consider horseshoe pits / yard games for this season

Next month: Purington / Ineson outlines – similar areas.

## **Next Meeting: 2/9/15 at 7:00 PM**

### **MEETING ADJOURNED 8:56 PM**

*-Minutes Recorded by Karyn Stogner*

### **Pending Action Items for future meetings:**

- ☐ WAC drawing up plan for Bolton storage/concession stand. WAC will attend a PARC meeting to share plan.
- ☐ Jeremy to share advice/expertise he gathered on how waterways are handled to minimize impact to adjacent landowners.
- ☐ Look at donation of an old laptop to track Chase Park attendance.
- ☐ Consider Mildred Hall Fund, the Town Forestry Fund and the Southern NH Planning/ trust fund as other potential sources for funding.
- ☐ Recruit new members from the high school to the Cable committee to update technology/approach.