



Town of Weare Parks and Recreation

*Meeting Minutes
April 12, 2016*

MEETING CALLED TO ORDER: 7:05 PM

MEMBERS IN ATTENDANCE: Randy Magoon - Chair, Melissa Drury – Vice Chair, Karyn Stogner – Coordinator

Pledge of Allegiance

PUBLIC COMMENT:

Heleen Kurk – Historical Society

Inquired as to PARC's participation in the Old Home Day event scheduled for August 27th. PARC has contributed funds in the past for music for the event. She is hoping to have PARC participate in that regard again. Also seeking for PARC to provide an activity for the event – proposed water balloon toss, wheelbarrow race, obstacle course, controlled bike race, pie throwing contest. Hoping to have commitment by May 30th. PARC will confer and let her know as to the contribution of funds and event. ****See Community Events Below****

Kevin Munroe & Sebastian Lebel – Representing John Stark Regional High School

John Stark High School intersession community service event is scheduled to take place Thursday, April 21st. Mr. Kevin Munroe and Ms. Lorraine Connell from the high school are overseeing this group. The group made up of advisors and students is focusing on improving the skate park. Mr. Lebel is a student participant and is providing knowledge of what is needed/desired at the skate park. The group is seeking supplies and materials to fix the ramps, construct a bench for seating and construct a rail. The group will supply the power tools needed. They will also be raking and sweeping the area and painting the new and existing structures. Mr. Lebel also indicated that some sort of shade structure would be appreciated in that area in the future. A materials list is needed and coordination of the delivery of the materials on the day of the event will need to occur. PARC will confer as to the contribution of materials. Karyn Stogner, PARC Coordinator will further discuss the delivery of materials on the day of the event with the session group leaders.

****See Skate Park Below****

-Action Items in Blue Bold-

Meeting Minutes

Approval of March meeting minutes tabled until next meeting.

COORDINATOR'S REPORT/PARK UPDATES

1. Weare Community News article submitted in March. Focused on thanking the voters for approval of our Chase Park renovations to begin shortly. Next article due at the end of May for June edition.

2. CIP 2016: Chase Park renovation approved. JSRHS Varsity Baseball will be at Chase Park 4/13/16 for their cleanup. Dennis Aubin has offered to bring his tractor to move sand up and rake the beach. We will wait on filling in the washout area. Perhaps have Townes take a look and see what can be done to fix the issue. Parking lot seal coating and striping will need to be done – Bedford Seal Coating is believed to have provided a quote that was previously approved. Work was not done as funds were not available. PARC Coordinator will find quote/contact Bedford Seal Coating. PARC Coordinator put a request in with Tim Redmond before leaving for the sweep of the parking lot to have the sand removed. This will need to happen before sealing/striping. Not sure who our current contact is at DPW. Still need to put together a draft a bid proposal for the work to be done at the bathhouse for posting on the town site for bids. Randy will work on that.
3. Skate Park – See public comment above. **Still waiting for donation of work on fence.**
4. Need to order signs for parks. **Trailblazing local signage company - Melissa to contact. No Further Information**
5. Community Service Opportunities: JSRHS Intersession to rehab skate park as noted in public comments section. JSRHS Varsity Baseball to cleanup Chase Park. Weare Area Playgroup to possibly organize cleanup of Bolton Playground. If wood chips are purchased we will need to coordinate spreading and have the merry go round removed. Melissa Drury will make an inquiry to the playgroup.
6. Community Events:

Reptile Show had a great turnout. \$300.00 spent.

2nd Annual Family Fun Day scheduled for 6/4/16 has run into a scheduling conflict with Touch-A-Truck event put on by WFD and Sugar & Spice. PARC received a facilities use form from Sugar & Spice shortly after our last meeting in March. PARC has agreed to postpone our event and approved the facilities use form for Sugar & Spice. We will reconsider a new date in the future. Possibly something in the fall.
7. Chase Park: 2016 boat/car stickers have arrived. Chase Park cleanup occurring 4/13/16. Will need to submit a list of supplies to be ordered. Renovation plans to be addressed. Buoys will need to be put out. Will contact Chuck Metcalf for assistance as we get closer. All potential returning employees were emailed and texted as to their status for the 2016 season. 4 park employees are not returning. Of those 4, 2 are lifeguards. We have received 11 gate keeper applications. Applications will be reviewed and narrowed down for interviews. Interviews to take place Tuesday, May 3rd. PARC Coordinator will reach out to selected individuals to schedule interview timeslots.
8. Lawn care: PARC Coordinator contacted irrigation contractor – A&M Irrigation. They will schedule Bolton and Ineson for turn on of the irrigation systems. Stockhaus Enterprises was provided with the field usage schedule following our last meeting.

9. Seniors: Call from Pat Chandonnet inquiring as to funds for the senior luncheon they would like to coordinate. They plan on Dimitris again this year. **See Senior Citizen Initiatives below.
10. **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.**

Tennis Court

Further discussion required.

Skate Park

1. ****See public comment****

Motion made by Melissa Drury to spend up to \$500.00 of the Park Repairs line for materials for the purpose of repairing equipment at the skate park. Randy Magoon 2nd the motion. In a special session on 4/13/16 for voting purposes, all voting members in favor.

Approved.

Senior Citizen Initiatives

1. ****See #10 in Coordinator's Report****

Senior luncheon at Dimitri's 5/17/16.

Motion made by Melissa Drury to spend up to \$250.00 of the Senior Activities line for the purposes of the Senior Luncheon on May 17th. Randy Magoon 2nd the motion. In a special session on 4/13/16 for voting purposes, all voting members in favor.

Approved.

Recreational Activities

1. As had been previously discussed in our meetings, PARC would like to purchase quality yard games (corn hole, ladder ball, etc.) for use during PARC events and for Chase Park visitors to borrow while at the park.

Motion made by Melissa Drury to spend up to \$500.00 of the Recreational Activities line for the purpose of purchasing yard games for use during PARC events and to borrow at Chase Park. Randy Magoon 2nd the motion. In a special session on 4/13/16 for voting purposes, all voting members in favor.

Approved.

Bolton Playground

1. The playground is in desperate need of new playground mulch – especially around the toddler play area. It was recommended that a foot of new mulch (300 cubic yards) be spread throughout the entire area which would be at a cost of greater than \$7,000.00 at \$24.00/yd. This is not the PARC budget. The toddler play area will require approximately 8" of mulch for safety purposes, which we agree is necessary. In all other areas, approximately 6" would be okay. Melissa located a local supplier of the special mulch in Bow – Burton Outdoor Living. We would like to move forward with this. Melissa will get in touch with the Weare Area Playgroup to determine their volunteer availability.

Motion made by Melissa Drury to spend up to \$3,600.00 of the Park Maintenance line for the purpose of purchasing 150 cubic yards of playground mulch. Randy Magoon 2nd the motion. In a special session on 4/13/16 for voting purposes, all voting members in favor.

Approved.

Facility use forms

1. Facility use form received from Sugar & Spice for Touch-a-Truck event on June 4, 2016.
Approved

CIP/Budget

1. ****See #2 in Coordinator's Report****
Chase Park renovation approved. JSRHS Varsity Baseball will be at Chase Park 4/13/16 for their cleanup. Dennis Aubin has offered to bring his tractor to move sand up and rake the beach. We will wait on filling in the washout area. Perhaps have Townes take a look and see what can be done to fix the issue. Parking lot seal coating and striping will need to be done – Bedford Seal Coating is believed to have provided a quote that was previously approved. Work was not done as funds were not available. PARC Coordinator will find quote/contact Bedford Seal Coating. PARC Coordinator put a request in with Tim Redmond before leaving for the sweep of the parking lot to have the sand removed. This will need to happen before sealing/striping. Not sure who our current contact is at DPW. Still need to put together a draft a bid proposal for the work to be done at the bathhouse for posting on the town site for bids. Randy will work on that.

Chase Park

1. ****See #2 & #7 in Coordinator's Report****
2016 boat/car stickers have arrived. Chase Park cleanup occurring 4/13/16. Will need to submit a list of supplies to be ordered. Renovation plans to be addressed. Buoys will need to be put out. Will contact Chuck Metcalf for assistance as we get closer. All potential returning employees were emailed and texted as to their status for the 2016 season. 4 park employees are not returning. Of those 4, 2 are lifeguards. We have received 11 gate keeper applications.

Applications will be reviewed and narrowed down for interviews. Interviews to take place Tuesday, May 3rd. PARC Coordinator will reach out to selected individuals to schedule interview timeslots.

Community Events

1. 2nd Annual Family Field Day @ Gazebo
****DATE TO BE DETERMINED****
2. Art of Archery @ Gazebo
August 1st through 5th from 10:00 AM to 12:00 PM
Registration night set for **June 7, 2016 from 6 – 8 PM at Old Town Hall**
(pending availability of the hall)
PARC Coordinator to reserve Old Town Hall – alternate space WMS Library
3. Old Home Day presented by Historical Society
August 27, 2016
PARC will commit to funds for music for the event. **PARC will put additional thought into an event for the day and will keep the Historical Society updated.**

*Motion made by Randy Magoon to spend up to **\$400.00** of the Recreation Activities line for the purpose of contributing music to the Old Home Day event hosted by the Weare Historical Society. Melissa Drury 2nd the motion. In a special session on 4/13/16 for voting purposes, all voting members in favor.*

Approved.

4. Other possibilities:
 - S'mores Nights
 - Camping Night at Chase
 - Lawn Game event
 - Concert

Ice Rink

1. Dismantled and all materials back at Chase Park. Liner is folded and at Chase.

Volunteers

Tara Mann attended meeting and submitted Volunteer form for submission and approval.

See also #2 & #5 of Coordinator's Report.

Next Meeting: 5/10/16 at 7:00 PM

MEETING ADJOURNED 10:00 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.
- ☐ Recruit new members from the high school to the Cable committee to update technology/approach.