

# Goffstown Parks and Recreation Commission

## Minutes of June 23, 2016

**Present:** J. Steckowych, B. Parkhurst, G. Gendron, H. Sobolov, P. Hooker, K. Daigle, C. Adams (BOS), R. Wilhelmi.

**Absent:** L. Dubois

Meeting began at 7:10 pm

Review of May 18, 2016 Minutes

- **Motion by G. Gendron to accept minutes as written, second by B. Parkhurst. Approved 4 – 0 – 2 (Hooker, Daigle)**

Review of the May Budget Expenditures:

- **Motion by J. Steckowych to approve the May invoices as presented, Seconded by H. Sobolov. Approved 6 – 0**

**Directors Report: Roy Pool** – Pool cleaned / filled / June 3<sup>rd</sup>. New pumps up and running well. Ready to go for opening June 18<sup>th</sup>. **Barnard Pool** – Pool Cleaned / filled June 3<sup>rd</sup>. Ready to go for opening day of June 18<sup>th</sup>. **Rail Trail** – Volunteer group out mowing and trimming June 15<sup>th</sup> – 18<sup>th</sup>. Use of NIXLE as a means to notify the public has been the source thus far. Chief Brown would like to look into a different format for work notification on the trail. **Athletic Fields - Sarette Complex** – Aerated and will be seeded by end of June. **Louis St. Baseball Field** – Aerated and will be seeded end of June. **Barnard Football Field** – Aerated and will be seeded end of June. Irrigation seems to have issue. Contractor has been called. **Barnard Sports Complex** – N/A - **Parks - Barnard Park** – Facility is ready for the public. We are having issue with one toilet in the pavilion. Replaced a toilet in the pool house. We found the vent pipe coming out of the building to be clogged with debris. **Barnard Track** – N/A - **Roy Park** – New walk way to the pool and pavilion was installed June 16<sup>th</sup> need loam area. DPW have put the finishing touch on the new parking area for the playground. The back portion of the property has been prepped for a future pickle ball court with loam on top. Now that we have a water source at the Pavilion we will run hoses as irrigation for the new grass. Playground equipment to be delivered by July 11<sup>th</sup> with installation to begin right away. P & R staff will have to install the finishing layers. **Roy Pavilion bathrooms** – bathrooms stalls built, walls painted. We found our water source was not true. Installed a new line with the pool house being the central location for all water. Vent pipe in pavilion needs to be replaced to help with better flushing. **Recreation Building** – Out door area (flower beds) are being prepped for the gallop on the 25<sup>th</sup>. **Equipment / Vehicles** - Toro zero turn is having issues, the 20" push mower is dead, and the walk behind blower is dead. **Administration** – Life Guards – successful staff meeting and in service training June 14<sup>th</sup> and 16<sup>th</sup>. We could use some subs. Playground staff met on Monday June 13<sup>th</sup> and are ready to go for opening day on the 20<sup>th</sup>. Looking for subs as well. Grounds staff are outstanding. They are running all the mowing and Mike is able to do the many handyman type of jobs the park facilities are in need of. **Budget / CIP / Impact Fees / Revolving Fund** - Budget – 2017 development Scheduled for August meeting - CIP –2017 – Met with CIP committee Thursday June 16<sup>th</sup> and presented the following projects

### Proposed CIP 2017 – 2022 request

	<u>Tax Appr.</u>	<u>Impact Fee</u>	<u>P &amp; R Revolving Fund</u>
2017 – Field Tractor	\$31,000.00		
2017 – Roy Park Pool House bath Rooms	\$20,000.00		\$10,000.00
2017 – Goffstown Sports Complex		\$41,384.00	
2021 – DH Town Car	\$22,000.00		
2021 – Electronic Message Center	\$28,000.00		

2022 – Town Pool

\$2,000,000.00

Impact Fees: As of 1/31/16 \$106,383.87 (\$65,000 allocated to phase one of Barnard Pare development)

Revolving Fund: \$30,424.00 as of May 2016.

**Programs** - Zumba – Monday night’s w/Jenn (29 participants), Wed. Instructor injured. - Karate – (18 - 24), Archery – (16), Library / P & R sponsored event Zumba Gold demo Friday 6/3 (12), Parks and Recreation Girls and Boys Lacrosse ended June 11<sup>th</sup>. The Girls U13 B team won the NHYLA championship. Goffstown Gallop June 25<sup>th</sup> (61 on line 33 mail in) as of June 21<sup>st</sup> Summer Playground Begins week of June 20<sup>th</sup> and ends week of August 8<sup>th</sup>.

<b>Barnard:</b>	<b>W1</b>	<b>W2</b>	<b>W3</b>	<b>W4</b>	<b>W5</b>	<b>W6</b>	<b>W7</b>	<b>W8</b>
	68	68	66	65	67	68	66	67
<b>Roy:</b>	<b>W1</b>	<b>W2</b>	<b>W3</b>	<b>W4</b>	<b>W5</b>	<b>W6</b>	<b>W7</b>	<b>W8</b>
	32	31	29	27	31	30	25	29

**Recdesk software-** . Director and commissioners updated newly appointed BOS representative C. Adams on the need for the software in the department. Group had an open discussion on the process / plan to purchase the software and still be transparent as to when/ how it would be built into the town operational budget. Director will request a meeting with the BOS on July 11<sup>th</sup> to explain process and hopefully get approval to go forward.

**2017 CIP Request / Meeting** – Director gave an overview of the CIP meeting which was held on June 16<sup>th</sup>. Everything was well received with most of the question around the Goffstown Sports Complex. It was suggested that the department look into developing a capital reserve fund each year for the development of the Goffstown Sports Complex located near the transfer station. Further discussion on this concept was discussed and Director was instructed to look into the correct means to develop this.

**Director’s Annual Review** – The commissioner went over directors self review which was provided to the BOS for their annual review. No further comments were made based on the written information provided.

**Goffstown Gallop update** – Director gave the commissioners an overview as to race day status. Everything was ready to go and as of Thursday June 23 we have 94 registered, with 61% of the registration via online. ConvenientMD was the lead sponsor this year.

**Facility update-** Director gave a summery of the current project underway. Roy Park pavilion bathrooms had a little snag with water supply. We had to dig and install a new line, which will be better in the long run. It is now centrally located and accessible for winter clean out. Should be ready to go for opening day June 25<sup>th</sup>. The Play equipment will be delivered on Monday July 11<sup>th</sup> with installation to follow. The new walk ways to the pool and pavilion have been paved and are ready to go for the June 18<sup>th</sup> pool opening.

It was requested that the commissioners develop a matrix on all aspects of the Goffstown Sports complex. This way the group can stay on task and see what projects / phases have been completed and or needs to be completed.

**Motion to adjourn business meeting 9:30 pm by B. Parkhurst and seconded by G. Gendron. Approved by all 6 - 0**

**Next Commission meeting is July 20, 2016 Recreation Building**

