

Town of Chesterfield, N.H.
Parks & Recreation Commission
Meeting Minutes
July 20, 2015

Present: Erik Barnes, Joe Hanzalik, Joanne Condosta, Don LaFontaine; Dan Robel; Fran Shippee; Jim Larkin, Selectboard Representative Absent: Dewey Auger
Public Present: Diana Warhall, John Koopman

Call to Order: Barnes called the meeting to order at 6.04 p.m.

Minutes: *Hanzalik made a motion to approve the June 15th minutes. Condosta seconded the motion which carried unanimously.*

Spofford Triathlon: Robel has a list of past volunteers and their roles. They need to be contacted. Robel will try to locate the binder which contains all the Triathlon information and also find out if Camp Spofford is continuing its Tin Man Triathlon. Date of event needs to be determined – maybe in early September.

Capitol Building Program: More work needs to be done on updating the information on the four Parks & Rec buildings (cottage, concession stand, rec building & North Shore building). Hanzalik and Robel will take accurate measurements on windows, doors, living space to be added to the existing spreadsheet.

Public Input: Warhall mentioned that there is a noticeable septic smell at North Shore and also a dead fish that needs to be disposed of.

Director's report: The yoga instructor has not been heard from and classes have not been happening. There are issues with the reporting of non-resident vs resident season pass entries to the beach. The staff will start keeping track of pass entries by hand to ensure accuracy until another system is found. There are roughly 50 kids attending summer rec camp. The commission will revisit the prices for camp at the end of the summer.

There are 35 kids signed up for soccer. Westmoreland has approached Robel about their team playing against our teams. It was decided that rather than playing against Westmoreland, it would be better to integrate Westmoreland players into the Chesterfield teams. Parks & Rec employees will staff the concession stand at the soccer games in the fall. Barnes will talk to Sharyn D'Eon to make sure that is okay since the games are held on school property. Robel will find business sponsors for teams. The field hockey program is continuing with Katie & John Melvin. There are 9 or 10 regular players. They have played against Hinsdale and Keene.

There was discussion about the basketball program and the possibility of running the 6th, 7th and 8th grade session in the fall but there were concerns about this. No final decision was made. Robel will put together a calendar for all the sports program so the commission can see how they all overlap. He will also include information on ages, dates, times, etc.

Robel would also like to do an End of Summer Day at the beach.

Standing Operating Procedures: Barnes would like to have Robel have daily procedures written down such as bathroom cleaning, concession stand opening and closing, grounds maintenance, beach maintenance, etc. This will help when there are questions from the public concerning these issues. Robel will put up clipboards in the bathrooms with cleaning times/initials and a notice to let the staff know if there is anything that needs to be attended to.

Cottage: No bids have been received on the cottage. Larkin suggested that we begin advertising in the Keene Sentinel. Mention was made of insurance requirements.

Director Expectations: Barnes handed out a job description for director position. There was discussion about the description. Barnes suggested another meeting to continue this discussion. It will be held this Wednesday, July 22nd at 6:00 pm at Ware's Grove.

The next regular meeting will be held at the town offices on Monday, August 10th at 6:00 pm.

Adjournment

With no other business to conduct, a motion was made by Barnes to adjourn at 8:16 pm. Condosta seconded the motion, which carried unanimously.

Respectfully submitted,
Fran Shippee
Chair Erik Barnes