

NB Recreation Commission Meeting
Wednesday, October 24, 2022
6:00 p.m. at the Recreation Department Office (OR via Zoom if needed)

Staff in attendance:

Mike Sindoni and Sheri Moloney

Commissioners in attendance:

Chris Hall, Helen Fanning, Dan O'Brien, Katie Hawkes and Lynn Wawrzyniak

Commissioners absent:

none

Visitors:

none

- A. Call to Order, approve meeting minutes for August 17, 2022 – edited minutes approved unanimously
- B. Appointments - none
- C. Old Business
 - Department Logo update
 - The committee (Katie, Helen, Jen) met recently
 - Staying with the gazebo but updating the font (Jen will send a draft)
 - Brick Order Update
 - Sold so far
 - 42 bricks have been sold so far
 - 39 coozies have been sold so far
 - \$55 cash donation
 - Will have an ad in Nov and Dec Beacon advertising bricks and coozies
 - Ideas for some brick signage on the common, an article on the gazebo in the Beacon, and/or a mailing to all households in town
 - We do not think that the brick fundraiser will cover the cost of the new roof for the 28-year-old gazebo. It may only cover the cost of the new walkway, need to get information on the cost of the new walkway.
 - Would like the expense to be split by the Recreation Department and the Town
 - May want to do a warrant article in 2024 for the amount (similar to what we did for the bus)
 - Volunteer Brochure and requirements – Mike shared ideas for the brochure
 - Idea is to combine the tri-fold draft with the 'What do I need to be a Recreation Department volunteer?' information
 - Youth Sports Coaches
 - Background check required
 - CPR/First Aid – certification not required. Coaches have a kit and are made aware of AED units in school gym and ball fields
 - Holiday/Special Event Volunteers

- No background check required
- Role is to assist the Recreation Department staff during events with set up, break down, and assigned tasks during the event.
- Recreation Commission
 - Background check required
 - Meet once per month
 - 3-year position with opportunity to be reappointed. No term limits.
 - Role is to provide assistance and guidance to the Recreation Department staff with regards to financial and facility management, department goals (long and short term), and assist with certain events and programs.

B. Financial QuickBooks report, as of 9/30/22 Shared by Sheri

- Recreation Department presenting budget to the Finance Committee on November 10th @ 6:30 in the town hall. Mike will present
- Donation Account
 - \$6,439 balance in the gazebo roof fund
 - \$2,200 balance for ice rink
 - \$10,200 balance for baseball/softball
 - \$1,000 balance in the general facilities
- Camp Coolio
 - Revenue is up \$9,200 over last year after expenses
 - Added more kids and expenses than the past two years
- Profit and Loss Report
 - Revenue for the year is \$45,000 over this time last year
 - \$46,000 that was spent on repairs the white buildings (windows and parking lot)
- Accounts Receivable
 - \$3,800 owed currently, majority due to upcoming basketball season
 - Accounts 90 days overdue will be suspended until the balance has been made current
 - Two families owe funds:
 - One for Camp Coolio and fall softball fees
 - One for fall softball

D. Programming/Events

- RU OK? Program
 - Results of broadcast email (58 emails sent): 4 responses were received: 2 people replied that they were interested and 2 people replied with a hard no. Leads us to think that there is not adequate interest at this moment. Mike and Sheri already are in frequent contact with the 2 that requested check-ins.
- Goffstown Food Pantry transportation via Recreation Department
 - First Wednesday of the month
 - No requests in September or October
 - Will see how the winter months go
- Bus use
 - Roots and Wings field trip to Dodge Farm stand – bus was a hit!

- 11/18 PTA Wreath pick up
 - March '23 NBCS Dental Day
- Survey Monkey Membership
 - A membership was determined not to be cost effective
 - Will choose to use Google forms instead
- Scarecrow Alley
 - 8 entries, were hoping for more
- Halloween
 - 5-6 for Trunk-or-Treat. Entire parking lot will be blocked off about 4pm.
 - Will have a light shining from the grandstands towards the white buildings
 - 6pm-8pm Trick-or-Treat
 - Candy donations are rolling in
- S'mores with Santa December 17th from 4-6pm
 - Santa to arrive at 4:30
 - CCNB choir to come sing after the Cantata (@3pm)
 - Tree – 12/17 is late to light the tree for the first time. Will be a 'ceremonial lighting' the night of the event
 - Decorating tree and gazebo on Monday, December 5th starting at 4pm
- Lip Sync Saturday, January 28

E. Facility/Grounds

- Mike and Sheri met with Goffstown Recreation Department to find out more about their new electronic sign.
 - Cost \$29,000 for the sign. Electric and pole was donated (~\$10,000)
 - Worked with Sousa Signs
 - Need an update about the status of the emergency grant monies. Mike will check with Dan McDonald
 - Permitting is not an issue since it is a municipal sign
 - Mike will investigate if there are any other interested departments that would want to contribute. He will also find out more about GHS' new electronic sign.
- Town Hall drainage
 - Drain clogged again in September – highway had to come unclog the pipe/drain
 - Need to fix the pipe up the hill that broke – hoping it will solve the problem sort-term. Hoping it will be done prior to winter
 - Mike met with Randy Loring from the SAU, because part of it is on school property
- Ice rink liner has been ordered
- Fire panel in white building
 - Need to determine if it is needed
 - Mike is waiting on response from SAU about removal
- Recreation Department conference room tables
 - Large table is not flexible for programming in the office
 - Would like 4 of the 60"x24" tables
 - Folds up for easier storage
 - Commissioners voted unanimously in favor for spending up to \$2,000

- Facilities List – **Sheri** will prioritize the list and distribute to the Commissioners for discussion at the next meeting
- B. Other Business
 - “Retreat” meeting date November 28th at 6pm
 - Have an initial meeting
 - Annually would be good to have in the summer July/August
 - Office closed November 11th for Veteran’s Day
- E. Possible Request for Non-Public per RSA 91-A: 3, II, (a) (b) (c)

Next Meeting will be Tuesday, November 15 @ 6:00 pm in person at the Recreation Department Office. (Can Zoom for the meeting if needed, please let Sheri know ahead of time for a link.)

Meeting adjourned at 8:00p.m.
Respectfully submitted,
Lynn Wawrzyniak