

Barrington Recreation Department

105 Ramsdell Ln. Barrington, NH 03825

603-664-5224



Recreation Commission Meeting Minutes

March 25, 2024

Barrington Town Gym- 4:30pm

Present: Dale Sylvia, Scott Ramsey, David Johnson, Matt Mowers, Jessica Tennis, Sarah Bailey

Guests:

Selectboard Liaison: Not in attendance

Call to Order: Dale called the meeting to order at 4:32pm

Old Business:

Approval of past minutes: June 19 Dale motioned to approve the public and non public June 19, 2023 minutes, Dave seconded. Vote unanimous. Scott Motion to approve the February 12, 2024 minutes, Matt seconded, vote unanimous. Scott motioned to approve the January 29, 2024 minutes, Brian Seconded, vote unanimous.

New Business:

Program Report: There was a total of 572 participants in February.

Revolving Fund Report:

Beginning Balance: \$599,531.56

Ending Balance: \$600,395.54

Jessie presented the Revolving Fund projections. The next four quarterly bills are projected to be:

Q1 2024: \$109,696.80

Q2 2024: \$161,644.41

Q3 2024: \$215,032.41

Q4 2024: \$132,614.90

Jessie overviewed the Town Election results. With the passing of the TIF district and Library the Recreation Department has a lot of growth coming with those changes. Jessie proposed to the commission that the School Aged Coordinator position be moved to full time with the extra hours and benefits to be paid through the revolving fund. Jessie and Sarah have spent a lot of time budgeting and planning for this change and feel that it is an important step to keep up with the growth the department will see.

Dave and Scott agreed that it was a big financial jump for 6 additional hours of work.

Brian, express that it is good to allow growth in the department and the move would increase staff morale and retention.

Matt said if the time that will free up for director and Assistant Director is factored in the Department gets more than just the 6 hours. Scott asked if it would be beneficial to spend roughly the same amount for additional Part time employee. The ability to hire was discussed and the quality of candidates is not guaranteed. Dale discussed retention rate and turnover for part time is higher than full time positions.

The Commission asked if our current School Aged Coordinator is interested. Jessie and Sarah had discussed with Stephanie to gauge interest, and she is interested. The Commission asked about overtime. It was explained that the position would be eligible for overtime, but the Department works very hard to keep everyone to their scheduled 40 hours and overtime is only used in situations where schedules can't be flexible enough to accommodate all program needs. The Commission asked if this change would affect any plans for the Revolving Fund Projects. Jessie explained that the Department has been planning for this possibility and all other potential Revolving Fund projects are still on the table. Priorities must be set, so Jessie recommended scheduling a work session to decide what projects should be put started with Revolving Fund money.

The Commission asked if it would be problematic that the Administrative Assistant to be moved to the Operating budget and then the Department spends funds on the School Aged Coordinator. Jessie explained that through the budget process, part of the justification for moving the Administrative Assistant to Operating Budget funding was that the position is not program focused. The position is there as an essential function for the community, not to aide in programming. Due to the School-age Coordinator position being directly related to Recreational programs, it is a reasonable expense for the Revolving Fund. With the department expanding due to the library moving and the TIF passing, having an additional person is going to be imperative for department growth and management.

Brian asked if the decision should wait. Jessie and Sarah advocated for the decision to be made at the meeting because the department is moving into the busy season for programming where the additional hours will be most beneficial. The financial responsibility of increasing the position has also been diligently considered. The Department would also like to make the change at the same time as the Town implements Step increases for all employees.

Scott mentioned that there will also likely be an increase in revenue due to the expanded position being able to add programming that would offset the expense. Brian suggested approving the change on a one-year trial basis. The commission did not feel comfortable with offering temporary added benefits and agreed that it needed to be definite.

Brian asked if year-round, part-time staff is normal in other departments. Jessie explained that all Recreation Departments are unique because of each town's resources and infrastructure.

Scott motioned to increase the School Aged Coordinator to full time with the wages and benefits to be paid out of the Revolving Fund. Dave second, vote unanimous.

Jessie presented the pavilion updates to the commission. The Highway Department is going to install sonar tubes for the pavilion to be anchored to. The Commission asked if HRCU was okay with the construction, and Jessie confirmed that they are. The pavilion and tubes will be moved when the property is no longer in use by the Recreation Department. Dale motioned to increase the prior pavilion approval from February 12, 2024, up to \$15,000 for the pavilion. Brian seconded the motion, vote unanimous.

The commission asked about the Rotary Club pavilion. Jessie heard from Will that the project is still in the works, but there were no updates on a secured funding source or timeline. She will work with Will to get project and timelines updates.

Jessie presented the Garage RFPs, and it will be discussed at a work session. The Commission agreed to table the topic until a work session.

Scott asked about the Summer Camp Shed. Jessie and Dale looked at the shed and it seemed structurally sound. There are some boards that need to be replaced, but the plan is to fix the existing structure. The Highway Department is going to lift the shed so the joists can be inspected, but as long as it is safe, the same shed will remain.

Matt Mowers is applying for a full-term reappointment. His last appointment was the remainder of Steve Graves' term. Scott motioned to recommend Matt Mowers for appointment to the Select Board, Dave seconded vote unanimous.

Jim Saccoccia has been reappointed as our liaison.

The CCIP Grant reconsideration is still in motion. The Department is hoping for an answer by April but doesn't know if the expense deadline will be extended. Updates will be provided to the Commission as they are available.

Jessie discussed the passing of the TIF District. The Town has to pay \$200,000 before any construction be done on the property. The TIF Advisory board may include a Recreation Commissioner. Jessie met with Conner about the Department's reservations with the TIF.

Scott asked if there is a plan for the \$300,000 once Library is moves. Jessie explained that plans are in the works, but nothing is confirmed yet because of several unknowns including ADA requirements.

Jessie and Conner are applying for 3 million dollars of grant funding through both the Senator Papas and Sheheen's offices to develop the Barrington Commons.

The Commission discussed what potential projects the Revolving Fund could take on next. Jessie asked the Commission to consider the possibilities prior to a work session. Dale expressed that he would like the next project to focus on community recreation that will benefit the residents.

Dale asked if there was a Camp wait list and if it was Residents or Non-Residents. The registration process allows for residents to enroll prior to nonresidents to prioritize Barrington residents. However, some residents do end up on the waitlist after registration opened to nonresidents and all spots have been taken.

Brian motioned to adjourn 5:47pm, Dave seconded vote unanimous.