



Barrington, NH Recreation Commission Minutes

February 15th, 2021

Present: (virtually via Teams) Doug Langdon, Dale Sylvia, Steve Graves, Jim Noble, Hildi Ahee, (in the office) Jessica Tennis, and Sarah Bailey

Guests:

Select Board Liaison: Not in attendance

Absent: Alex McCormack-Kuhman

Call to Order: Jim Motioned to call meeting to order at 6:04, Steve seconded, vote unanimous.

Old Business:

New Business:

January Minutes. Steve motioned to accept the January minutes, Doug seconded, vote unanimous.

Revolving fund overview:

Beginning Balance: \$550,681.93

Ending Balance: \$587,626.86

Jessie and Sarah presented the financial projections for the 2021 year. Projections included Quarterly Bills, anticipated revenue, and anticipated projects such as the office addition and current office updates.

Jessie explained the program reports. Due to COVID-19 there is no yoga, pilates, Zumba or preschool programs. The total number of participants in January was 197 compared to 346 in 2020.

Jessie mentioned that Steve will be reappointed in March. Collin Phillips has had personal opportunities taking him out of Barrington, so he will no longer be joining the commission. Doug is still scheduling a time to take his oath. Jim will let Jessie know by next week if he will be seeking reappointment.

Jessie informed the commission that the Site Supervisor position at the ASK program has been filled. Kaelynn Collins accepted the position and will start on March 1.

Jessie presented the Commission with written policy proposals regarding camp scholarships. Jessie explained the similarities and differences with the camp scholarships and college scholarships and asked that the commission take a more active role in selection and allocation of scholarships. Hildi agreed that the commission should be more involved. Steve also agreed. Doug felt that it was more of a business decision that should be completed by the Director and Assistant Director. Jim agreed with Doug. Jessie is going to reach out to other departments to inquire about their scholarship process. Jessie also informed the commission that the Scholarship fund is not included in this year's summer camp budget.

Jessie presented the commission with the potential of an employee discount for programs. Doug asked what the thought process was around the eligible employees. Jessie explained that the presented eligible employees work for the Department year round. Hildi asked if this was the first time a discount

would be offered. Jessie explained that there was never a formal process, but that there had been some accommodations made in the past on a case by case basis. Steve asked if it was proposed just to camp style programs or included before and aftercare. Jessie clarified that it would not include before and aftercare, only full day, camp style programs. Doug recommended a tiered system that included more of the employees. Jessie asked if the commission wanted to propose a discount amount for the high tier. The consensus was that the Director and Assistant Director can make that decision. Steve also suggested checking with Conner if Commission members could be included in the discounts.

The college scholarship application has been made a fillable PDF, but the online application submission is not feasible for this year. Jessie has been working with the Town Hall to get an online application up and running and they are hopeful to have it set for 2022. Doug recommended establishing a capital reserve fund for scholarships. Jim motioned to approve the college scholarship application, Steve seconded, vote unanimous.

Youth basketball will be finishing this weekend. Men's basketball has had steady participation. As more programs are beginning. Doug mentioned that men's basketball only had 4 participants the week prior and asked that the department send out an email reminding participants about the low participation policy.

Jessie told the commission that the Sweetheart Skate went very well. There were 125 participants with about 25 6th-8th grade students which are typically a hard to reach age group. The department will be sticking with the Valentine's timeline moving forward. The Department also mentioned a big thank you to the event's DJ Mike Guyer and Garth Svenson for allowing us to use the Christmas Dove Pond.

There are only 3 spots left for February Vacation Camp. Jessie reminded the Commission that the Department will be closed on Monday Feb 20 for the floating holiday.

Alex has established a new program, Old School PE, that will be starting after the break as well as Tball.

The draft day camp guidelines state that groups will be ideally no more than 12-15 people and are not to exceed 20 including staff. After reviewing the draft guidelines, the Department will be able to accommodate 80-100 campers. The program will have an upfront price increase, but when all things are considered including field trips it is less expensive overall than last summer. The Department will be waiting for the final guidelines to be approved before advertising for camp. Jessie explained that the Department will be utilizing a lottery style enrolment for camp this year. Steve asked if there were any new camps in the area that we know of coming this summer. Jessie said there would be one at BVS.

Jessie update the commission on the Needs Assessment and Strategic Plan. She is working with Green Play to finalize the document. Jessie explained collaborative efforts between the Department and other organizations throughout town to establish a community calendar. The Commission recommend the Department reach out to Mendums Pond, Camp Fireside and Ayers Campground about water access for residents.

Jessie told the Commission that the double doors will be installed this week. She also let them know that the water bottle filler has been ordered. She provided with the Commission with additional quotes for the HVAC project. Steve explained that he had Chris Albin come in who is certified in both Mitsubishi and Daikin units. After visiting the Department, Chris recommended Daikin units because there are more services available for Daikin than Mitsubishi. Doug asked if the warranties have been reviewed.

Steve mentioned that Chris Albin said that the warranty on the Daikin unit is equal if not better than Mitsubishi warranty. He also said the units may qualify for the energy credit through the state. Jessie informed the commission that per the town purchasing policy, anything above \$10,000 must be approved by the select board. The Commission discussed the Purchasing Policy and the three quotes. Steve motioned to approve the expenditure of up to \$10,000 by the Department Head from the revolving fund. Doug seconded, vote unanimous.

Jessie informed the recreation commission that the Department will be expending funds on desks and office furniture. The department will also be patching and repainting the current office walls. Jessie has been working with Jim Towle to expand the office registration window to limit foot traffic in the office.

Jessie explained that the Department feels that the addition should be reprioritized and acted on.

Doug mentioned that he would not be opposed to re-bid the addition project. The Commission discussed the possibility of restarting the bid process.

Steve asked about the possibility of running a Recreation Commission Golf Tournament. Doug said that they are a lot of work to put on. Jim agreed that it is very large undertaking.

Steve motioned to adjourn at 8:17, Jim seconded, vote unanimous.

Approved electronically via commission meeting on 3/15/21