

Barrington, NH Recreation Commission Minutes

May 17th, 2021



ORIGINAL



APPROVED

Present: Dale Sylvia, Jim Noble, Doug Langdon, Jessica Tennis, Sarah Bailey and Alex McCormack-Kuhman

Guests:

Select Board Liaison: Not in attendance

Absent: Steve Graves, Hildi Ahee

Call to Order: Dale Sylvia called the meeting to order at 6:03 PM, Doug seconded, vote unanimous.

Old Business:

Jessie called for a motion of approval for the May 6th minutes. Doug brought up the fact we cannot approve the May 6th minutes because there was not a quorum at the meeting. The approval for minutes will be pushed to the June 21st commission meeting.

Revolving fund report

Starting balance: \$576,551.87 Ending balance: \$625,381.82.

Jessie explained to the commission that the recreation department's quarter 1 bill is \$30,000 under budget. This was due to vacancies in staff positions such as the evening and weekend supervisor, along with the HVAC units that were installed in the recreation offices. The quarter 1 bill initially reflected the cost of the HVAC units, however since they were delivered in April, they will now be reflected in the quarter 2 bill. Doug asked how this will impact our projected yearly expenses and questioned if the remaining quarterly bills will remain as projected. Jessie believes the anticipated quarterly bills will remain accurate, pending any unforeseen circumstances. The department expects most programs and participation numbers to rise to pre-Covid levels by the fall.

Jessie presented the April program report. She began by sharing that our Yoga & Pilates instructor informed the department last Friday that she will be retiring and will not be returning to run the program. Doug questioned what the participant level was in the Yoga & Pilates programs. Sarah shared that certain classes held good participation numbers, but some were very minimal. Doug questioned if it was worthwhile to find a new instructor to resume the program. Jessie stated that through the past year she has received numerous inquiries regarding Yoga and Pilates and when it will be offered again to the community. Jessie feels with the high demand from the community members, we should push to resume the program. Sarah reiterated Jessie's views, and added that the participants are very passionate and grateful for the program. Dale had believed we had already cancelled the program because we were unhappy with the current instructor contract and the fact the program was operating in the red. Jessie explained to Dale the program and contract had not been terminated, but rather the instructor had not felt comfortable returning to the program – the plan was to resume in Fall 2021. We intended to hold a meeting with the instructor at the end of May to discuss a new contract and restructure the program to make it more cost-effective. However, under the current circumstances, we

will explore different opportunities to create a new partnership for Yoga & Pilates. Dale, asked what we envision for the new program and contract agreements. Jessie stated we would look at operating Yoga studios that could be contracted to operate out of our facilities – our new standard contract agreement utilizes a 70%-30% revenue split, with the recreation department receiving 30% of all fees. Jim questioned who would run the Saturday morning sessions and open the gym when office staff are not on site. Jessie stated that we would work that into the contract, but hopes we would have an evening and weekend supervisor at that time to take that responsibility. Jessie then reiterated we are desperately searching for an evening and weekend supervisor, in hopes we can get all adult drop in programs resumed.

Jessie continued the participation report. We had a total of 182 participants compared to 0 in 2020

Jessie stated she has sent the RFP for the shade structures and will have them for review by June 4th. Jessie asked the commission to hold a brief, virtual meeting on Monday June 7th at 5:30pm to vote on the RFP's. The commission stated their approval. Jessie also advertised the two RFQ's for the gym walls – we will need to provide the select board a recommendation following the review of the RFQ's in the June 21st commission meeting. The department has also purchased the new recreation sign which will be installed by Portsmouth Sign Company in the next few weeks. Jessie reinforced the reason for the sign and how it will help customers find our building and offices. Jessie has also moved forward with the gym floor and bleachers and has begun contacting companies. The goal is to have both projects completed in the months of September and October.

Doug mentioned the lack of signatures on the weekly bills and asked if other members were receiving them via email. Jim stated he is working out his email account with Jessie tomorrow. Dale stated he was out of town and did not review the most recent bills. Doug stated that to continue proper town policy we must have more than 1 signature on the weekly bills. Doug asked Jessie how we can improve this issue. Jessie asked if the commissioners would like the bills sent to their personal emails. Dale asked if they could be sent to personal email addresses as well. Doug reiterated his feeling that the commissioners should be utilizing the town emails effectively to ensure bills are being signed timely and appropriately.

Jessie sent the commission all the scholarship applications and asked if the commission had reviewed them before taking a vote. The commissioners present had reviewed the applications and proceeded with the vote.

The commissioners each provided their top three applicants and deliberated their choices.

Steve Graves entered the meeting at 6:31PM.

Doug asked if Steve had any input into the vote. Steve stated he has not had a chance to review the scholarship candidates and he will abstain from the vote. The commission continued to deliberate and cast their votes.

Dale motioned to approve the \$1,000 scholarship to applicant J and the \$500 scholarship to applicant C, Jim seconded the motion, vote unanimous.

There was agreement amongst the commission and rec department, the scholarship application should be reviewed annually to update any prompts and questions that may be outdated.

Jessie filled Steve in on the meeting topics he had missed.

Doug motioned to adjourn at 6:55PM, Jim seconded, vote unanimous.

Jim 6/21/21
Doug 6/21/21
Ed 6/21/21