

Barrington, NH Recreation Commission Work Session Minute
November 12, 2019

Present: Lisa Allis, Dale Silvia, Doug Langdon, Steve Graves, Tara Barker, Jessica Tennis, Sarah Bailey

Guests:

Absent: Jim Noble

Call To Order:

Administrative Note:

New Business:

Tara asked if everyone received and reviewed the information sent by email on Friday. All commissioners responded yes.

Administrative Assistant: Tara explained that the Rec Department feels that the AA position goes hand and hand with the Town Center Plans. The Department took suggestions of commission and updated the justification:

Broke down the hours
Aligned with Strategic Plan
Justified position now and in the future

Budgeted for position, based on \$19.17 worst case scenario. The department checked with HR on the insurance policies. Town would be responsible for 85% of the cost of insurance for employees hired at 40 hours a week. Employees hired under 35 hours a week must be offered a single health insurance plan. Employees hired at 35-40 must be offered a family plan.

Jessie explained that all of the information included in the AA packet was developed by the Department is justification for the increase. The current anticipated tasks calculated to 34.25 hours a week, but the position is only 25 hours per week. The Department reiterated that the justification is a working document and will continue to change. After the hours were decided a list of future tasks were developed.

Annual Revenue has increased by over \$116,000 since 2011. Doug said he thought that we should focus on participation. Steve asked how much time it would consume to handle the increase in revenue. The Department said it wouldn't be feasible to calculate that. Doug asked why there has been an increase. Jessie responded that there is an increase of participants and programs. Jessie also said that the program reports are more intercut but Doug said we should tap into the qualitative side of programming. What are the differences in programming year to year. Jessie asked if getting into the programs would get into the Operating Budget vs. Revolving Fund. Doug said no, Steve and Dale said maybe but would be okay with MOU.

Dale said we should bulk up the projected tasks and put it into a different format. Jessie said that The Department had already gone into that but we are pulling straight from the Strategic Plan. Dale said we

need to show the extra duties in a more concrete way. Jessie asked if he was looking more of a list, Dale said yes to remove the timeline and leave what we have. Doug suggested a graph with Hours (y) vs Tasks (x). Doug said he could help develop the graph. Graph used to enhance the document not replace anything. Tara said we could do an overlay with future tasks on it. Doug said not to forget the number of programs. Doug said we need to decide what we're selling before we finalize the pitch. The Commission and Department Discussed the potential requests for the Select Board. Lisa said we should go into the meeting asking for Option one and if they say no, we ask what they are willing to do. Jessie said that we could present options to the board such as increase in user fees. Doug said he didn't think we should offer that. The town could say no even if we are going to pay. Lisa said they will receive these documents by Friday. Lisa thought that we needed to have everything to Connor by Wednesday or Thursday. Tara thought that the deadline was Friday. Doug called Connor for clarification. Connor said we can turn in our documents by Friday at noon.

Town Center:

Tara overviewed the Town Center Document. Options were discussed about what the town could do with the Library space if their new building passes. It has been voted on that the Rec Dept. gets first dibs of the space but the Department isn't required to take on that space. Tara started a discussion about the potential need for a standalone, new rec building and if we should collaborate with the Library. Lisa said the Library has decided they do not want to collaborate and that we should move forward. Tara explained that the Department recommends that the Department develops offices within the HRCU building. Four offices, a lobby/ registration area, storage for office supplies, bathrooms for staff and programming space. Jessie explained that programming space would open up gym times for athletics. Jessie discussed the benefits of having offices in the HRCU including, less of a financial burden, direct access to the Amphitheater space, timeline of development, availability of green space to become splash pad or other community space. Doug asked if the Department could handle remaining in the current office in order to wait for the HRCU. Lisa said we could explore short term rentals for office space improvement before summer. Commission and Department agree that there isn't a need for a whole new building. Doug asked if we agree that we don't need a standalone building, everyone agreed and Steve said he would prefer to see the "rec building" space in the development plan become a splash pad. Tara tied into the possibilities would be in line with the Live Work Play concept. Steve said we shouldn't say we don't want a standalone building, because with a splash pad there would still be some type of infrastructure required. The size of the splash pad was discussed and it was the consensus that if a splash pad was built it should be in the same area as other recreational spaces such as a park and or pavilions. Doug proposed that we give Garth and the Developers our list of potentials. Everyone agreed and Tara suggested another session with them to continue developing our plans and solidifying our options. Tara asked the Commission if they would be comfortable with the Department developing a document to present to HRCU and KW. The commission all said yes. Jessie asked if this opportunity with the "rec building" space was unavailable but the HRCU offices and Concert spaces if the Commission would still be interested. The commission said that they are interested in all of the potential options and it is not an all or nothing situation. Doug asked if we could look into a month to month lease with the old Chamber of Commerce building.

Tara said moving into the eves is still possible but it would be costly, and the original, current rec building plans can't be located. Steve said he has a connection with a storage box and a roughly 20' unit would be about \$2,800.

Tara said it would be more costly to move into the back storage space than moving into the eves because the eves are half finished/ insulated already. John is looking into if an elevator would be required to move into the eves in order to be ADA compliant. Steve asked about future dates. There is a select board meeting at 6:30pm on November 18 and the commission and department will meet there at 6:25. Tara suggested we set another work session Monday after the Select Board Meeting. Potential dates were discussed and it was decided that Tara will set up a meeting with Garth and Brian the first week in December, tentatively Monday at whatever time works for them between 3-6. Lisa said Jim is usually available closer to 6, but whenever Brian is available is the biggest priority.

Ed John
12/16/19

Garth
12/16/19

Brian
12/16/19