

Barrington Recreation Commission

Monthly Meeting Minutes

Monday, May 21, 2018

PRESENT: Tara Barker, Jessie Tennis, Dennis Haug, Jim Noble, Steve Graves, Tracy Hardekopf and Lisa Allis

Guest: Dale Sylvia

The meeting was called to order at 6:06 p.m.

Jessie is spearheading a Barrington Rec clothing line for staff, Commission members and community members. She will be placing an order of Navy 3/4 zip sweatshirts, Navy vests, long sleeve t's and tech long sleeve pullovers. Office staff will also receive collared shirts with three buttons. Jessie will leave a sign up page for the Commission members to add to. She has also set up an employee store so the employees can purchase more t-shirts if they want more than are provided. The store will be open to the community for some items, once the link is fixed by Collins. Stacy will advertise the store to the public.

Reviewed and approved meeting minutes for February, March and April, 2018.

Program Report – See attached

Fitness (Yoga, Zumba, Barre and Pilates) 44 participants – includes the flex-fit passes

Rumpus Room – Program has ended for the season. 82 toddlers total between October and April.

T-Ball – 37 participants. Two age groups Pre-K had 27 participants and Kindergarten had 10. The BYA started a program so numbers were affected. Tara will work with them on timing of sign-ups for next year to hopefully increase numbers.

Before and After care is doing well as usual. MAP is maxed out at 70 for 2018/2019. ASK has less signed up than currently attend but will probably have more sign up as the new school year approaches.

Adult Volleyball, Pickleball and Basketball have a total of 150 participants, 53 total for the month.

Revolving Fund Report – See Attached

April 2018 beginning balance was \$793,634.05 and the ending balance was \$837,549.41. The Quarter 4, 2017 and Quarter 1, 2018 bills have still not been taken out of the revolving fund. Tara did receive them and Quarter 4 is \$72,267.83, Quarter 1 is \$69,257.38. As of this week they have not been paid yet. There was discussion on whether the bills need to be approved by the Recreation Commission before the funds are moved from the Revolving Fund. Tara will follow up with John Scruton to see if legally the Commission needs to sign off on them.

Steve motioned to accept the April program and financial reports. Dennis seconded the motion and it was voted on unanimously.

Tara and Jessie are reviewing the budgets for Quarter 2, Quarter 3 and Quarter 4. May change due to insurance benefits.

The Town Gym needs a face-lift! Tara will see about the possibility of painting this year and scheduling the floor refinishing for next year.

The second invoice for GreenPlay has been received. The invoice is for \$2,800.00. Tara verified that all of the itemized items have been taken care of. GreenPlay has been very accommodating in working over the phone for questions. They are currently upstairs doing a Staff S.W.O.T. analysis with the year round full time/integral staff.

We will hold a July 2018 meeting even though we had previously stated that we would not. The meeting will be held Monday, July 16, 2018.

We currently have two alternate positions open. Dale Sylvia is attending tonight to see if he might be interested in joining and Tara may have another individual who is interested.

Vermont Systems has not been updated yet but Tara will follow up to be sure it is done by the end of the month.

Library update – Lisa met with Marie Harris on Friday to discuss the Recreation involvement. Let Marie know that legally we cannot donate \$50,000 from the Revolving Fund. She asked if we could possibly help with the funding for outfitting the Makers Room. Lisa suggested that there be another meeting to discuss concerns and see where everyone stands as all decisions need to be made by the Recreation Commission as a whole. The Recreation Department is in the middle of two very large projects currently so need to get through them before taking on any more. Marie would like to have a plan in place to start a media plan for the community by October.

Needs Assessment/Strategic Plan – the staff meeting with GreenPlay is going on now. Focus group meetings will be on Tuesday and Wednesday. Findings will be discussed on Wednesday night at 6:30 p.m. at the ECLC in an open public forum. The Recreation Commission, Select Board and Town Administrator should attend. Tara e-mailed the Select Board three times to have them sign up for Focus Group meetings but unfortunately only one signed up so far. The other Town Department Heads signed up right away.

Playground Project:

- On May 8th, the Department, Town Administrator & Highway Department met with the Town Engineer.
- On May 8th, the Recreation Director spoke to Lauren Katz (a former playground committee member). Lauren was very supportive of the new project.
- On May 9th, the new Playground equipment was purchased from UltiPlay.
- Week of May 14, the Director actively spoke to library staff, as well as parents & playground users while their children were using the playground.

- On May 17th, a formal press release will be sent out to the general public.
- Week of June 4th or 11th: The Highway Department will begin regarding the parking lot & access road. As well as installing a French drain down the left side of the access road.
- Week of June 11th: The Highway Department will dismantle the currently playground. They will remove the name plaques so that we can utilize them in the new project. There will be an attempt to save the fencing that has the names on it. The bricks and stone work will not be touched.
- Week of June 18th: The new playground will be installed.
- Weekend of June 23rd or Week of June 25th: Ribbon cutting (Recreation Commission, Select Board members, Town Administrator should be present)

It should cost between \$30,000 - \$50,000 to take care of the site work and parking lot.

Jim and Steve both feel that there should not be a fence in the playground. We can possibly save the fence and place it near the Calef's Store at the entrance to the playground. There should be curbing in place to keep the safety surfacing in place. The school just used timbers for theirs so Tara will discuss options with Paul. The playground is currently on track to stay within the budgeted amount. We are saving the name plates and bricks – they are staying where they are but may need some work done around them.

The contract line on the agenda was left over from last month and was addressed then.

Meeting minutes need to be in the office within 5 days and approved as soon as possible.

The Select Board Chairperson submitted a request to John Scruton for clarification of the Revolving Fund report we provide. He feels that the numbers are inflated. John Scruton developed a new report for him and met with Tara and Lisa to be sure that the information provided is correct. John Scruton will provide the Chair with the information requested. See attached report – the bottom big boxes will not be included on the final report that is distributed.

Scholarships:

Jim motioned to offer a scholarship to Applicant C and Applicant D, Dennis seconded the motion and it was voted on unanimously. Applicant C is Maclane Jennison and Applicant D is Jacob Bisson.

Jim motioned to accept Dale Sylvia as an Alternate Recreation Commissioner, Steve seconded the motion and it was voted on unanimously. Tara will have the Recreation Department added to the Agenda with the Select Board to have the nomination accepted by them.

The next meeting is Monday, June 18, 2018 at 6:00 p.m.

The meeting was found in good order and was adjourned at 8:29 p.m.