

MINUTES OF THE RECREATION COMMITTEE MEETING  
EXECUTIVE CONFERENCE ROOM

FEBRUARY 4, 2014-9:00 A.M.

Committee Members Present: Councilor Martin Pepin, Chair  
Councilors Marcel Hebert, Jonathan McCallion and  
Brian Tapscott

Administration/staff present: City Manager Bob Belmore, Director of Planning  
and Development Services David Sharples,  
Recreation Supervisor Nick Champion, Recreation  
Clerk Kristen Ducharme and  
Deputy City Clerk Elise Brellis

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Chairman Pepin called the meeting to order at 9:00 am.

APPROVAL OF MINUTES

Councilor Hebert made a motion to accept the previous minutes which was seconded by Councilor Pepin. The motion passed. (Councilor Tapscott abstained.)

PROJECT UPDATES ON PROGRAMS, IMPROVEMENTS & CIP PLANNING

Nicholas Champion, Recreation Supervisor, provided the following agenda to be reviewed:

1. Approve past meeting minutes.
  - Lighting-working on a resolution (*To alleviate vandalism.*)
  - Parks & Trail Maps-Website revamped, Park Inventory books. (*Dave Sharples wanted this inventory to use during the CIP process to create a schedule. Good job, Nick and Kristen!*)
  - Fencing-Removing section once snow melts. (*Fence needs repair.*)
2. Project updates on programs, improvements and CIP planning
  - Noble Pines- Received money from the State. (*50-50 match.*)
  - Skate Park-Fixing pavement in the Spring. (*Councilor McCallion thinks they need a camera and perhaps padding against some fencing, as has been done in San Clemente CA. He said they also need signage coming down Hamilton Street.*)
  - Mast Point Dam-Working with Conservation Commission on design and estimates for improvements. Waiting on Notice to Proceed from the State. Staff is submitting an updated Environmental Screening Form. (*Highlights of work to be done include access, signage, a culvert to be redone, granite headwalls, fencing, approximately a mile of trails, carry boat launch and a pavilion. Per Director Sharples, it may be a while, not because of the*

*project but because of the State. There was discussion about eventual maintenance that will need to be done as well as potential problems with trash pickup.)*

- Current Programs of note- just <200 participants in basketball; *(They are using the Idlehurst and Middle School gymnasiums, as well as the Flanagan Center, as needed.)*

*Father/Daughter Dance is on 2/13. (This event is being held in the Idlehurst Cafetorium. Ticket price is \$25. Food is provided; participants are bringing desserts. The Recreation Department has purchased a printer and will print pictures on site this year.)*

- New Programs of note-Park Series. *(They are attempting to get people in the parks; they will offer an activity each week such as kickball at Noble Pines, a guided trail walk at Willand Pond, Wiffleball at Millennium, Park, and a guided walk at Mast Point Dam, etc.)*

### 3. Miscellaneous

- Intern-45-50 hours, starting 2/10. *(The intern will be a UNH student.)*

## MISCELLANEOUS

City Manager Belmore brought up the Pine Street Park on Ash Street. They have \$6,000 from the Housing Authority for a passive park. (See attached.)

CM Belmore outlined the work to be done via the Eagle Scout project on Willand Pond which is scheduled to begin on March 29, 2014 and is expected to last approximately 3 months.

Councilor McCallion would like to look into consolidating services related to the parks. Currently, various organizations are all working independently to maintain selected recreation/park areas.

CM Belmore said that we can look into it.

The meeting was adjourned at 9:45 am after a motion by Councilor Tapscott, seconded by Councilor Hebert, passed.

Respectfully submitted,

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Elise B. Brellis, Deputy City Clerk