

New Durham Parks and Recreation Commission
Monthly Meeting Minutes
January 06, 2014
New Durham Public Library 7:00PM

Call to Order: 7:03PM

Attendance: Kristyn bernier, Kellie Chase, Dot Veisel, Jennifer Nyman, Patti Luckern

Absent: Marcia berry, Sherri Brulotte

There was no public input.

Kellie Chase introduced the group to her selection to hire as part time help through the revolving fund to assist with programs that are funded by the revolving fund. David Gray was chosen by an interview board of Kellie, Carole Ingham and Jeremy Bourgeois. David understood what his role would be as well as that the position is sporadic dependent upon funds and the need for assistance at a function.

Kristyn Bernier made the motion to hire David Gray for part time assistance through the revolving fund as needed pending background checks and other paperwork was completed. Jennifer Nyman seconded the motion. Motion passed unanimously.

Kellie was advised that David could begin following the completion of his background check.

DES completed an inspection of the well at the ball fields, and there was an issue with the well being higher than it was during the inspection 5 years previously. No one on the Commission knew of any reason why this would be the case. Kellie was asked to confer with Mike Clark and Art Capello with regard to the issue and research past minutes. She was also asked to locate the past report and the photo that DES states that took 5 years ago to compare to the photo that was taken this inspection.

The Rec Department and the Fire Department are sponsoring a fundraiser on January 17, 2014 for the Contrada family. The timeframe is 5-7 for dinner with a dance from 6-8 at the New Durham School.

There has been an issue with gym access for basketball. Given that Kellie also has bingo on Tuesdays, this has limited the gym time for team practices. There has been no access allowed during days off and vacations, as well as weekends other than scheduled Saturday games. Kristyn advised that she would speak with the school principal.

The travel basketball team, which has been reinstated, has a schedule that is filling up for games.

Kellie was planning an ice fishing derby, however the Farmington Fish and Game Club is hosting one, so this idea has been tabled. She is also planning a night of skating. She has been asked to check into the liability to be certain that Rec is covered.

The changes to the By Laws were discussed and a motion was made by Kristyn Bernier to amend the by -laws according to the minutes of the October 09, 2013 meeting. Jennifer Nyman clarified the changes. Dot Veisel seconded the motion. Motion passed unanimously.

Ball field projects were discussed regarding the irrigation system and retaining wall. Kellie is working with the contractors with regard to these projects, as well as with the highway department.

The craft fair had 41 vendors registered with one no-show and one subject who has not paid for her space for two consecutive years despite Kristyn contacting the vendor about the payment. The vendor had sold out and left the craft fair early without touching base with any rec representative. Kellie confirmed no payment has been received to date.

The next CKC staff meeting is Wednesday January 15, 2014. Patti Luckern will be working with Dot on CKC related issues and supervision of the program. Dot advised that Laura will be training Carol on the state reimbursement forms. Kristyn asked Dot about contracts, and while there are roughly 29 contracts, 20 of these are "rotating" contracts with only about 8 being considered full time participants.

Kristyn asked about the state spot inspection of the CKC. There was an issue of the medical records and emergency plan paperwork not being where it was supposed to be and on duty staff not being able to locate it. Laura had been asked to schedule a training for her staff regarding this but advised Dot that it was not necessary. Kristyn advised that this was necessary, and that emergency contact information, medical information and emergency plans must be accessible and that the Commission needs to be certain that everyone is on the same page.

The next meeting date was tentatively scheduled for February 10, 2014.

Kristyn Bernier made a motion to go into non-public session per RSA 91-A:3, II a and c for the purpose of discussion CKC payment issues, personnel issues and the CKC contract. Motion was seconded by Jennifer Nyman. Roll call was taken. All Aye. Commission entered into non-public session at 8:35PM.

The Commission came out of non-public session at 10:10PM. Meeting adjourned at 10:11PM

Respectfully submitted,

Kristyn Bernier
Chair