

Park and Recreation Commission Meeting

December 9th, 2024 @ 7:00pm

Present: Christopher Gerstel (Chair), Michelle Geddes (Vice-Chair), Cynthia Chaston (Member), Dina Hannigan (Member), James Rosenbaum (Member), Stacey Mulroy (Director) via Zoom, Hannah Corrigan (Assistant Director)

Call to Order

Mr. Gerstel called the meeting to order at 7:00pm, December 9th, 2024.

1. Open Forum Public Comment

None.

2. Meeting Guests

None.

3. Chair's Update

None.

4. Director's Report

Winter and Spring program registration opened on Wednesday, December 5th, 2024 – with non-resident registration slated to begin Wednesday, December 12th. There were 126 total registrations on the first day of registration and the Department took in just under \$8,000. The Department has set internal objectives for the month of January 2025, including a 70% registration increase, lowering program cancellation frequency, increasing marketing output, and increasing the total numbers of registrations to at least 250 by end of month.

Grass fields have been formally closed for the Winter season, with turf fields saying open, weather permitting. Tennis courts will be closed next week, with nets and equipment being moved into storage. The Department will be meeting with Weston & Sampson in order to set dates and expectations for the upcoming summer pool opening.

To date, we have received 45 returning applications and we expect to post our new-hire application in January. We are looking to hire 30 new pool staff and 25 new camp staff, with interviews beginning after the New Year.

The Action Sports Park and Eliot School Renovation projects have both been submitted to the CPC. Our operating budget was presented to the Town Manager's office on November 4th and will only see a 2.8% yearly increase. The capital budget was also presented on November 4th, and we are requesting funds for the design phase of the Action Sports Park. DPW is also requesting funds for the design phase of the Eliot School Renovation, which will include the field, playgrounds, and basketball court.

In the past week at Claxton Field, the onsite loam stockpile was screened, the dugout and batting tunnel pads have been laid out, and new LED lights have been installed. In the upcoming weeks, we hope to install irrigation trunk lines, finish grading slopes, and form and install rebar for new concrete pads.

5. Discussion Items

In preparation for the Field Summit, Chris would like the Department to find the average total income from field fees by season over the last few years, to which Stacey replied that we were already in the process of producing those numbers. Cynthia and Dina raised the question of a specific user group that failed to produce a roster for us, to which Stacey responded that we will be following up and reminding folks of our policies and fee schedules. Stacey went on to present our work-in-progress chart relevant to field and light fees.

6. Action Items & Approvals

a. Special Event Approvals

None.

b. Policy Approvals

None.

c. Fee Approvals

None.

d. Previous Meetings' Minutes

Minutes of 11/18/2024

Motion: Cynthia

Second: Michelle

Vote: 4-0, Dina abstained due to absence

7. Issues Not Reasonably Anticipated by Chair within 48 Hours

None.

8. Topics for Future Meetings

None.

9. Next Meetings

- Monday, January 13th, 2025
- Monday, January 27th, 2025
- Monday, February 10th, 2025

10. Adjournment of Business Meeting

Motion: Dina

Second: Cynthia

Vote: 5-0

Meeting adjourned at 8:18pm, December 9th, 2024

Respectfully Submitted,

Dominic Stanganelli

Administrative Assistant