

**Town of Chester
Recreation Commission Meeting
Monday, December 9, 2019
Municipal Complex
Approved Minutes**

I. Preliminaries

1.1 *Call to Order*

Chair Trask called the meeting to order for the Town of Chester Recreation Commission (RC) at 7:41 PM.

1.2 *Roll Call*

RC members present:

Michelle Trask, Chair
Kevin Kistler, Vice Chair
Leslie Hammond
Melinda Mafera
Maria Oakley

RC members absent:

Kendra Kearney
Jeremy Owens, BOS Liaison

Staff present:

Corinna Reishus, Recreation Director

II. Approval of Minutes

The Commission reviewed the minutes from November 11, 2019. Chair Trask made a motion to accept the November 11, 2019 meeting minutes with one revision; Ms. Oakley seconded the motion. Motion approved, 4-0-1, Ms. Mafera abstained.

III. Reports

3.1 Spring Hill Farm Advisory Committee (SHFAC)

Ms. Oakley had nothing to report as the SHFAC has not met since our last meeting.

3.2 Wason Pond Conservation and Recreation Commission (WPC&RC)

Ms. Hammond and Ms. Reishus attended the WPC&RC meeting prior to the start of the RC meeting.

Ms. Reishus reported that Chester Academy wants to hold a SkyWatch event with the NH Astronomical Society on January 28 (January 30 backup) from 7-9PM with using the Community Center for a presentation and to sell warm beverages and baked goods to raise money for the 8th grade DC trip. The telescopes will be set up in the upper field parking lot and they will direct all parking to the main lot near playground. TRC reviewed the application as it has the potential for 50+ attendees. The Parking Lots are not currently being plowed during the snowstorms other than 12-14 spots near the Community Center. Discussion arose to where to park during the winter season and the RC would like to see half of the playground parking area plowed if possible.

Appointments to the WPC&RC by the RC have expired. This was discussed at the June 10, 2019 meeting with Ms. Hammond staying on and Chair Trask being the second with Mr. Kistler being the alternate. Said members did not officially get appointed to the position by the Board of Selectmen (BOS) so currently the WPC&RC does not have RC representation. RC discussed options and Ms. Hammond agreed to stay on and Ms. Reishus agreed to be the second as no other RC member wanted the position. Vice Chair Kistler made a motion to appoint Ms. Hammond and Ms. Reishus as the RC representatives to the WPC&RC; Ms. Oakley seconded the motion. Motion approved, 5-0-0.

IV. Old Business

4.1 Capital Improvements Plan (CIP) / Impact Fees

Chair Trask informed the RC of the meeting she attended with the Conservation Commission regarding the proposed Fitness Trail on the Gladys Nichols Trail. The RC reviewed a copy of the Conservation Easement Deed. It was noted under Reserved Rights that the “Grantor reserves the right to construct and maintain trails . . . and other low impact transitory recreational uses” which the RC feels may be worth investigation. Ms. Reishus will obtain a recorded copy of the Easement and Ms. Mafera will be the point person to research how other towns have utilized conservation land for recreational purposes.

Ms. Reishus advised the RC that the BOS has approved the release of Recreation Impact Fees to purchase Picnic Tables for the Wason Pond Conservation and Recreation Area. The plan is to work with maintenance to anchor them to the ground.

Ms. Reishus updated the RC that the Water Filling Station is on track. Ouwerkerk Plumbing & Heating has invoiced 50% deposit for the project. Ms. Reishus will continue to oversee the project.

Ms. Reishus updated the RC to the status of the MPR Netting. The current estimate is for two manual pull operation systems. The manual pull will need to be vetted due to location and Ms. Reishus requested an estimate from the company for an automated drop down net for the stage location. The company sent a video and Ms. Reishus will forward to the RC for review.

4.2 Election of Recreation Commission Chair and Vice Chair

Ms. Mafera made a motion to enter Non-Public session under RSA 91 A:3, II(c) Reputation; Ms. Oakley seconded the motion. Motion approved, 5-0-0, with a roll call vote: Trask – yes, Mafera – yes, Oakley – yes, Kistler – yes, Hammond – yes. The RC entered Non-Public session at 8:08 pm. Chair Trask made a motion to leave Non-Public session and return to Public session; Ms. Hammond seconded the motion. Motion approved, 5-0-0. The RC entered Public session at 8:35 pm. Ms. Mafera made a motion to seal the minutes indefinitely, because it is determined the divulgence of this information likely would affect adversely the reputation of any person other than a member of the Recreation Commission; Chair Trask seconded the motion. Motion approved, 5-0-0 with a roll call vote to seal the minutes: Trask – yes, Mafera – yes, Oakley – yes, Kistler – yes, Hammond – yes.

Ms. Mafera and Ms. Oakley commission terms end this month. Chair Trask made a motion to reappoint Ms. Mafera and Ms. Oakley to a 3 year term; Vice Chair Kistler seconded the motion. Motion approved 5-0-0.

The annual election for the Commission Chair and Vice Chair was tabled last month. Chair Trask and Vice Chair Kistler have agreed to switch positions. Ms. Mafera made a motion to appoint Mr. Kistler as Chair and Ms. Trask as Vice Chair; Ms. Hammond seconded the motion. Motion approved 5-0-0.

V. New Business

5.1 Recreation Revolving Account Spend Authority

Ms. Hammond made a motion, in accordance with NH RSA 35-B, to grant authority to Corinna L. Reishus, serving in capacity as the Recreation Director, to approve all transactions revolving Chester Recreation Revolving Account Fund 03 with no amount approved shall exceed \$2,500.00 without contacting the current Chair of the Recreation Commission to seek approval; Ms. Mafera seconded the motion. Motion approved, 5-0-0.

5.2 Miscellaneous

Ms. Reishus reported that there are no updates from the Chester Baseball and Softball Program.

Chester Recreation would like to thank all the volunteers who came out to help spread the infield mix on the Wason Fields prior to the winter weather hitting the fields.

VI. Adjournment

The RC will continue to hold monthly meetings on the second Monday of the month. The next RC meeting is scheduled for Monday, January 13, 2020 at 7:30 PM.

Chair Trask adjourned the meeting at 9:01 PM.

Respectfully submitted,

Corinna L. Reishus
Recreation Director