

**Town of Chester  
Recreation Commission Meeting  
Monday, January 27, 2020  
Municipal Complex  
Approved Minutes**

**I. Preliminaries**

**1.1 Call to Order**

Chair Kistler called the meeting to order for the Town of Chester Recreation Commission (RC) at 7:49 PM.

**1.2 Roll Call**

**RC members present:**

Kevin Kistler, Chair  
Michelle Trask, Vice-Chair  
Leslie Hammond (via skype, arrived @8:27 PM)  
Melinda Mafera

**RC members absent:**

Kendra Kearney  
Maria Oakley  
Jeremy Owens, BOS Liaison

**Staff present:**

Recreation Director Corinna Reishus

**Guests:**

**II. Review and Approve Minutes from December 9, 2019 meeting**

The Commission reviewed the minutes from December 9, 2019 and suggested one edit.

***Vice-Chair Trask motioned to accept the December 9, 2019 minutes, as edited. Chair Kistler seconded the motion, with all in favor, the motion passed unanimously.***

**III. Reports**

**3.1 Recreation Revolving Account**

Mrs. Reishus reported the Recreation Revolving Account Reconciliation as of 12/31/2019.

\$119,001.55 Bank Balance

\$ 50.00 Petty Cash

( 32,419.20) Finance Entries (10/2/19 1<sup>st</sup> Quarter FY19 Transfer)

( 11,696.07) Outstanding Transactions (10/01-12/31/2019)

\$ 74,936.28 Ledger Balance as of 12/31/2019.

Mrs. Reishus noted the Town Treasurer does a quarterly transfer and often for transactions going back six months. The Ledger Balance as of today (January 27, 2020) is \$72,800.

Mrs. Reishus stated there are outstanding transactions and transfers. The Fishing Derby will be coming up and will have to maintain funds for the Town Fair and holding deposits and facility rentals. Non-revenue sourced events are pulled from this line. Events are zeroed out.

Ms. Hammond indicated soccer will not be raising fees. Soccer has to pay more for referees for higher-age and for certifications. Mrs. Reishus indicated all participants have paid. Ms. Hammond indicated online registration has tightened that up.

***Vice-Chair Trask motioned to zero out the “events” line using funds from Recreation reconciliation. Chair Kistler seconded the motion, with all in favor, the motion passed unanimously.***

### *3.2 Spring Hill Farm Advisory Committee (SHFAC) - Tabled*

### *3.3 Wason Pond Conservation and Recreation Commission (WPCRC)*

Mrs. Reishus reported that she and Ms. Hammond were appointed by the Board of Selectmen on December 19, 2019. Both attended their January 6, 2020 meeting. Parking permits/meters were discussed. The goal is to put something in place that would be free to residents and guests attending sporting events.

Mrs. Reishus indicated charging fees is limited due to the use of grant money for the purchase of the property. Mrs. Reishus located a letter with respect to the Land and Water Conservation Fund Program. Paragraph J of the Statement of Assurances reads: *The sponsor will not discriminate on the basis of residency, including preferential reservation or membership systems and annual permit systems, with respect to property acquired or developed under this program. Reasonable differences in admission and other daily, seasonal, and annual fees not to exceed a 2:1 non-resident: resident ratio can be applied.*

Mrs. Reishus noted a pedestrian traffic count was performed at the beach entrance and covered bridge location for a three-week period from November 2 – November 21 and will be repeated in July during peak usage. The results for the November count was an average of 40-42 daily with the busiest day being Sunday which counted an average of 160.

### *3.3 Annual Report*

Mrs. Reishus indicated the Recreation and Town Fair reports have been updated and submitted.

## **IV. Old Business**

### *4.1 Recreation Commission Members and Appointments to SHFAC and WPCRC*

Mrs. Reishus noted in addition to herself and Ms. Hammond being appointed to the WPCRC, Mrs. Oakley was appointed to the RC for a three-year term. Ms. Hammond and Mrs. Oakley need to be

sworn in by the Town Clerk. Mrs. Oakley was appointed to the SHFAC. Mrs. Mafera still needs to attend a Board of Selectmen's meeting to be appointed.

#### *4.2 Capital Improvements Plan (CIP)/Impact Fees*

##### *(a) Wason Pond Pavilion Projection*

Mrs. Reishus indicated she attended the December 19, 2019 Board of Selectmen's meeting to discuss CIP projects. The pavilion was moved to 2021-2022. RC has no warrant articles this year.

##### *(b) Wason Pond Picnic Tables*

Mrs. Reishus discussed the Picnic Tables with WPCRC who agreed on the green color choice. Chaining the tables down was preferred over permanently attaching with concrete. The option is 8', 8' ADA, 46" square or round. Perforated is preferred over diamond. At least four could be purchased. Mrs. Reishus indicated one could be put by the Gaga pit.

##### *(c) MPR Sports Netting*

Mrs. Reishus forwarded the accepted proposal to National Equipment & Facility Solutions for \$12,222 to install three 66" wide by 20' high manual pull operation netting systems. Mrs. Reishus is waiting to hear back on the installation date.

##### *(d) MPR Water Bottle Filling Station*

Mrs. Reishus indicated the parts have come in and the plumber is planning to meet with maintenance to schedule demolition.

##### *(e) Fitness Trail*

Mrs. Reishus provided the Board with a copy of the easement for the Gladys Nichols Natural Trail. Mrs. Reishus indicated she found information concerning an approved warrant article for an Eagle Scout Project for the parcel. Mrs. Mafera will research how other towns have utilized their conservation land for recreational purposes.

## **V. New Business**

### *5.1 Recreation Software/Online Registration*

Mrs. Reishus indicated Blue Sombrero is now charging an additional \$3.00 service fee per transaction to the users on top of the 2.8% already charged which increases the usage to 3.2% which is still the best option for now.

Mrs. Reishus has researched MyRec and RecDesk software. MyRec charges an annual fee of \$2,995 and RecDesk charges \$3,480 in monthly installments of \$290/mo. Blue Sombrero has cost on average \$1,600-\$2,100 per year for processing fees, a difference of approximately \$1,000-\$1,500.

Mrs. Mafera indicated emails to specific groups could be via Active net.

Mrs. Reishus indicated currently all registrants have to register online which make reports and emails easier.

Mrs. Reishus spoke with the Finance Director concerning Fitness Classes. It is unfair to have registrants in smaller classes paying an additional \$3 every six weeks when new sessions begin and could accept cash and checks for those registrations instead.

Mrs. Reishus asked the Board if they would prefer to switch to a new system and raise fees to cover the costs or have registrants pay on their own, per transaction. This would affect Basketball, Boot Camp, Futsal, Soccer, Summer Program, Town Fair and Yoga. An even split would charge \$500 per program and cause rates to increase to offset the charge. Mrs. Reishus indicated another option would be to charge a percentage based on participation.

## *5.2 Youth Fitness Programs*

### *(a) Winter Futsal*

Mrs. Reishus indicated the program last year was nine weeks with eight sessions from February 10 to April 7<sup>th</sup> less one Sunday during school vacation week at a cost of \$30 per person. The times were 6-7 PM for Grades 5-8; 7-8 PM for Grades 9-12. There were 13 participants at the middle school level and three in high school. Mrs. Reishus asked the Board if they wished to consider offering registration to middle school only or have Mrs. Reishus reach out to the high school. Mrs. Reishus recommended another eight-week program from February 9-April 5 (with one Sunday off for vacation week). Registration starts tomorrow. The next issue of InTheNews goes out February 14, 2020.

Vice-Chair Trask indicated 3<sup>rd</sup> Grade may be too young. Mrs. Reishus asked if it should be offered to 5<sup>th</sup>-9<sup>th</sup> Grade and Chair Kistler recommended putting it out there and seeing what we get. Ms. Hammond agreed. Vice-Chair Trask indicated Sunday evenings could be left open. Mrs. Reishus indicated if there is a request for 4<sup>th</sup> Grade it could be opened up.

Mrs. Reishus recommended dropping the price to \$25 and Mrs. Mafera was in favor of \$30.

Ms. Hammond asked if it would be co-ed and Mrs. Reishus indicated it would.

### *(b) Spring Field Hockey*

Mrs. Reishus indicated she met with a coach from Seacoast United about doing a six-week program *Intro to Field Hockey* this spring (from May-June). There is no charge for the coach who volunteers but registration would be through RC. The volunteer would bring the equipment. The only cost would be \$200 for the tournament entry with Seacoast United Jamboree the 2<sup>nd</sup> Saturday in June. Players would need to provide their own mouth and chin guards.

Mrs. Reishus recommended two groups on Tuesday or Thursday evenings for Grades 3-5 and Grades 6-8. If there is a large interest High School players could assist.

Vice-Chair Trask asked if this program would be co-ed and Mrs. Reishus indicated she believed so.

Mrs. Reishus recommended a \$25-\$30 fee for the six sessions and tournaments.

### *(c) Baseball*

Mrs. Reishus indicated the baseball contact is now Matt Watson. Joe Centrella is the head of softball. Tim Callahan is still League President.

*(d) Basketball*

Mrs. Reishus indicated there was a question whether to have try-outs or not. Vice-Chair Trask asked if basketball would have the 4<sup>th</sup> Grade tournament and Mrs. Reishus indicated they are in discussions.

*(e) Flag Football*

Mrs. Reishus indicated there has been interest in flag football.

*(f) Yoga*

Mrs. Reishus indicated Family Yoga and Teen/Tween sessions did not go well. Wednesdays were tried and Saturday seems to conflict with other sports. Chair Kistler noted the program would be good for kids not interested in team sports.

*(g) Running Club*

Ms. Hammond indicated there is a lot of interest in the Derry Running Club and perhaps Chester could sponsor a couple of programs like that.

**VI. Adjournment**

**Next Meeting: February 10, 2020 at 7:30 PM**

Chair Kistler adjourned the meeting at 9:12 PM.

Respectfully submitted

Daniel Hoijer,  
Recording Secretary