

NORTH MANCHESTER PARK AND RECREATION BOARD

January 25, 2017

MINUTES

The North Manchester Parks & Recreation Board met in regular session at the Strauss-Peabody Aquatic and Fitness Center Conference Room. Members present: President Mel Sautter (20), Tim McLaughlin (16), Mandy Fierstos (18), Jack Vineyard (17) and Maurine Reed (19). Also present were Jennifer Hotchkiss (Director), Linda Miller (Assistant Director), Michael Callahan (SPLASH) and Jane Bellinger (SPLASH).

CALL TO ORDER

President Mel Sautter called the meeting to order at 6:00 p.m.

VISITOR COMMENTS

There were none.

2017 ELECTION OF OFFICERS

Mel Sautter opened discussion by asking for nominations for the offices of President and Vice-President. Tim McLaughlin nominated Mel Sautter for President. Motion for approval of nomination (MF/JV) passed by a voice vote of members present. Jack Vineyard nominated Tim McLaughlin for Vice-President. Motion for approval of nomination (JV/MF) passed by a voice vote of members present.

OTHER REPRESENTATIVE APPOINTMENTS FOR 2017

Mel Sautter opened discussion by stating that Maurine is currently the MRA Representative and he is the current Planning Commission Representative. After some discussion, Maurine agreed to remain the MRA Representative and Mel agreed to remain as Planning Commission Representative for 2017.

UNFINISHED BUSINESS

Splash Board

Michael Callahan and Jane Bellinger gave the board an update regarding donations received in response to the Pool Endowment Fundraising letter for end-of-year giving. They were very disappointed that out of the 418 letters they mailed, only 22 were received back totaling \$3,705. Total receipts for Year 2016 were \$18,499.42. Jane will be sending handwritten thank you letters to those who donated. Michael and Jane both expressed that after being on the Splash Board for several years and not making much progress, they are burnt out and wish to resign. Jane stated that they do have a little money in their checking account which could be used for postage, etc. Tim mentioned that he would like to see a list of past contributors and would be willing to sit down face to face with people and ask for donations. Jane will get that information to Tim.

MINUTES

Minutes from the November 30, 2016 Regular Meeting were presented for approval. Motion for approval as presented (TM/MR) was passed by a voice vote of members present.

BUILDING UPDATE

The Building Update Report was included in the Director's Report. (Copy attached).

MAINTENANCE BUILDING UPDATE

The Maintenance Building Update Report was included in the Director's Report. (Copy attached).

MAINTENANCE REPORT

The Maintenance Report was reviewed. (Copy attached).

DIRECTOR REPORT

The Director Report was reviewed. (Copy attached).

TREASURER'S REPORT AND BILL PAYMENTS

Claims and Allowance Docket

The January Claims and Allowance Docket in the amount of \$43,004.55 was reviewed. Motion to approve the January Claims and Allowance Docket in the amount of \$43,004.55 (TM/JV) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The January Claims Summary, Utility Comparison Report, November and December Revenue Report and December P & L were reviewed.

NEW BUSINESS

VFD Proposal

Jennifer provided the board with a copy of a Havel proposal for 5 new VFD's - time and material not to exceed \$16,787.00. She went on to explain that about a year ago we had issues with the pumps and the VFD's because some of the circuit boards were burnt inside them. Mel explained that VFD stands for Variable Frequency Drive. It allows you to take a pump or motor and ramp it up and down. They save energy because you can slow them down at night and use less electricity. You can also use a motor starter which is basically a big switch that slams shut electrically causing it to take off and run full tilt. At that time, we replaced one of the VFD's with a used one like that; therefore, they all have been running at 100% for the last year. Motor starters are not efficient because they do not provide the ramping and you cannot program them. Mel also suggested getting coated circuit boards because of the hostile chlorine environment. Jennifer spoke with Carrie about our situation and she was able to set aside some CCD money to pay for the new VFD's. Motion to accept the Havel Proposal for the purchase of 5 new VFD's - time and material not to exceed \$16,787.00 (JV/MR) was passed by a voice vote of members present. Mel Sautter abstained from voting.

COMMENTS AND QUESTIONS

Jack Vineyard asked for a Boat Ramp update. Jennifer said that originally it needed to be completed by February for the grant but they filed an extension. Some of the grating was completed and now they are waiting on spring. Also, Manchester Community Schools sold Maple Park so Denise will be removing our playground equipment from there and placing it at the Boat Launch.

ADJOURNMENT

Meeting was adjourned at 6:40 p.m.

APPROVED _____

Mel Sautter, President

Tim McLaughlin, Vice President

Mandy Fierstos, Member

Maurine Reed, Member

Jack Vineyard, Member