

NORTH MANCHESTER PARK AND RECREATION BOARD

May 28, 2014

MINUTES

The North Manchester Parks & Recreation Board met in regular session at the Strauss-Peabody Aquatic and Fitness Center Conference Room. Members present: President Brady Burgess (17), Vice-President Mel Sautter (16), Mandy Fierstos (18), Maurine Reed (15) and Tim McLaughlin (14). Also present were Jennifer Hotchkiss (Director), Linda Miller (Assistant Director), and Renata Robinson (Manchester Main Street/Manchester PATH Group).

CALL TO ORDER

President Brady Burgess called the meeting to order at 5:59 p.m.

VISITOR COMMENTS

There were none.

MINUTES

Minutes from the April 30, 2014 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 reviewed and included in the Director's Report. (Copy attached).

COMMUNITY TRAIL NETWORK UPDATE

Renata brought a copy of the final Trail Network Brochure and will get in touch with Jennifer about planning the opening ceremony in June.

DIRECTOR REPORT

The Director report was reviewed. (Copy attached).

MAINTENANCE REPORT

The Maintenance Report was reviewed. (Copy attached).

TREASURER'S REPORT AND BILL PAYMENTS

Claims and Allowance Docket

The May Claims and Allowance Docket in the amount of \$37,264.61 was reviewed. Motion to approve the May Claims and Allowance Docket in the amount of \$37,264.61 (MS/MF) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The May Claims Summary, April Income Summary with Membership Sales, Utility Comparison Report and April Income Statement (P & L) were reviewed.

UNFINISHED BUSINESS

Girl Scout Proposal Update

No update has been received from the group since they did the painting. Jennifer did give them a couple of leads on places to purchase the partitions.

Jennifer informed the board that Neil Wollman contacted her about purchasing a Digger for Warvel Park playground. She recommended that it be placed inside a sandbox and not in the playground area, where it would dig up the wood carpet. Brady then mentioned that Mr. Wollman had contacted the previous Director and was told no. After some discussion, a motion to place a Digger at Warvel Park playground inside a sandbox was denied (MS /MF) by a voice vote of members present.

NEW BUSINESS

Master Plan

Each board member had received a proposal from Jennifer detailing a meeting she had with a Master Plan Consultant she has worked with in the past. She explained the need to get a Master Plan done which is a necessity to apply for future grants. Hiring a consultant would cost an estimated \$7,000-\$14,000 depending on how detailed the plan is. Another option is completing a generic "fill in the blank plan" which can be found on the DNR's website. She mentioned the consultant would be more than happy to attend a Park Board meeting to give a small presentation and then answer any questions the board may have. After some discussion the board agreed that it would be a good idea to have him attend a Park Board meeting. Jennifer will contact him to see if he would be available to attend the June meeting.

COMMENTS AND QUESTIONS

Mel mentioned that he has been approached by several parents stating they would like to see some shade at the Town Life Center and Maple Park playgrounds areas. Currently there is no place for parents and children to get out of the sun. Planting some trees would be a good option. There was some question as to whether or not Maple Park is our responsibility. Jennifer will check with Dan Hannaford.

ADJOURNMENT

Meeting was adjourned at 6:39 p.m.

APPROVED _____

Brady Burgess, President

Mel Sautter, Vice President

Mandy Fierstos, Member

Maurine Reed, Member

Tim McLaughlin, Member