

## Scribe Sheet

**Date: June 5, 2018**

**Scribe: Sarah Capron**

**Present: Sally Davidson-Chairman**

**Susan Wright, Sarah Capron, Bruce Wright, Marc Bard**

**Public Participants: Ken Gossiant-Selectman, Lynn Doney-Selectman**

**Absent: Chris Cummings, Josh Sanders,**

**These minutes are subject to approval at our next Recreation Committee Meeting.**

**Called to order at (time): 6:10 PM**

**Meeting Adjourned at (time): 8:50 PM**

**Next Meeting Date: July 3, 2018**

Topic Discussed	Summary of Topic Discussed	Decision/Action to be taken	Deadline/Person Responsible	Action Item Completed
Meeting Called to order	6:10 pm at the Northfield Town Office			
Roll Call	Deemed enough available for a quorum. More than half of the members were present.			
Public Participation (scheduled)	Undefined on agenda		N.A.	No
Approval of Minutes May 1, 2018 May 10, 2018 May 15, 2018	Minutes not presented on paper as had been per the norm. Minutes were sent by email as per the norm. Approval put on hold. Discussion on minute taking held.	No motion made to approve minutes at this time.  Discussion tabled.	N.A.	No
Inserted new topic not on the agenda up for discussion	Executive session- undeclared	redefining roles, needs, and committee structure. Ken Goslant reminded the committee that they do not run anything, the selectboard runs the whole thing	N.A.	Pending
Role of Treasurer	A possible need for a treasurer of the board was brought up for discussion.	Committee agreed a monthly printout of the account statement with debits and deposits listed, and to where funds were withdrawn to was sufficient for now.  No motions made	Sally Davidson agreed to obtain the statement from Laurie and bring the print out to each monthly meeting	Resolved
Old Business	<b>Maintenance of Memorial Park-Update</b> <b>Maintenance of Falls Field- Update</b>	-Feces was cleaned up. -brush still needs to be chipped -bleachers need a coating of stain. - Bruce stated that he has a brother that wants to donate paint/ stain for the park benches and dugouts. It may need about 4 gallons. Bleachers and benches stained Maroon, dugouts paint grey with Maroon trim. -Bruce mentioned that he and Josh will work more on cutting trees back and cleaning up the brush etc. when things are dry. Brought up that maybe rugs could be laid out to prevent new growth?		No

		<p>-Committee members mentioned that there were lots of stick stars in the piles..something we can do with them?</p> <p>-Next steps for Memorial park would be to focus on fencing and steps to playground.</p> <p>-The culvert needs attention. Patrick and Jim are addressing this in the fall.</p> <p>-Ken and Bruce will check out Falls field for needs. Found that the softball field was not really usable because of all the rocks and then the dip in the back right field, where water collects</p> <p>-Scheduling a fall clean up date. Coordinate this with the date of the pool closing.</p> <p>-Sally will contact the college to schedule a day with Norwich students to help with fencing. Third week of September (22nd and 23rd) to avoid colliding with the Tunbridge fair and another event that month.</p>		
New Business	Building of Bathrooms-Update	<p>Electricity wires were found cut to the dugout which is where the bathroom electrical needs were to come from. Roux electric was called. No conclusive answer on who paid or if it was done in in-kind. Donated did come up.</p> <p>-Dave Miller payment of \$4,500 for bathrooms \$3,500 for footing, wall, floor</p> <p>-Concrete was \$2,200. To save Dave Miller money and time the committee wondered if the load of concrete that is delivered next time can be used for both the bathrooms and pavilion, to save on cost of delivery as a full or partial load will cost the same, \$700 each delivery. 5 yards is the minimum, only 3-4 is needed for the bathrooms.</p> <p>-\$5,000 anonymous donation was given. No mention of when or to who at this time.</p> <p>-Delary, Matt, Jon and Mike are helping with plumbing and offering their expertise.</p> <p>-A committee member asked to see the updated Ziter contract. One was provided, along with a copy to those who asked. This contract has already been acted on and moved forward. No re-vote on the revision of the May 15, 2018 decision occurred prior to movement. -No lentils are needed.</p>		Yes

		<p>-Doors will be ordered by Michael, Lyn Doney mentioned that Justin is working with Poulin over doors. Tresses were from Poulin at \$98 a truss.</p> <p>-Sink is an inset.</p> <p>-When asked Sally informed the committee that there are no monetary numbers to share out about final cost or individual costs, amounts spent or on amounts to be spent.</p> <p>-Sally said that she and Lyn Doney sat down and went over the numbers and found that the funds raised falls about \$7,000 short of what is needed.</p> <p>-Members of the board expressed that they wish there was/had been an outline of the the whole project from beginning to end to refer to. Similar to the contract provided by Duncan. Something to keep in mind for future projects. That way volunteers, in-kind services, etc. can be thanked for all they have done and the community can know and understand how much went into completing the project for the community needs.</p> <p>Committee reviewed past meeting minute notes to go over what decisions had been made prior to this new board and the outcome with those projects occurring now.</p> <p>One major change was from wood to block. The change was due to the selectboard decision for a variety of reasons relating, but not limited to, safety, zoning, longevity, future cost efficiency..This increased the amount of money that is needed for the bathrooms from what was originally projected.</p> <p>Lyn will look into a donation of mulch. Susan would like to see some beautification done around the bathrooms when they are completed.</p>		
	Building of Pavilion-Update	<p>Duncan payment of \$8,000</p> <p>Tractor has broken down so work has been delayed until repairs are made.</p> <p>It was suggested to find resources to help with the process. Sally volunteered to contact Charlie about drilling holes with his auger. to see if he can coordinate with Duncan and Dave who is bringing</p>		Yes

		concrete. Lyn Doney suggested including Mike Delary.		
Fundraisers	Labor Day Fundraiser  Maroon and Grey pavers for bathroom at Memorial Park, to surround the outside doorways and front of bathroom. Similar to the one on the common.  Co-ed softball fundraiser event?	No motions made. Agreed by consensus to have a corn roast at the Labor Day weekend on the common event. Along with games for kids, kiddie pool with corn, sack races, relay races etc. -Showcase of bathrooms on display -Need 3 people to man the station, alternating to cover a full day. Start at 10 am, possibly end at 8pm or 9pm. -How much to charge per ear of corn?  Pavers with engraved names for fundraising can also be sold at the Labor Day event. -Thank you bricks for those that helped with the building.  Coordinate with McSheffrey?	Sally Davidson will contact the Labor Day Committee for confirmation of held table	Yes
Next Project	Pavement hoop area			
Field Use requests	Approval of request to use Pavilion from Robin Combs Zumba Instructor	No motions made	Sally Davidson will relay the message to Robin of approval	Request approved by consensus
Field Use Request Form	-edit form to accommodate changes and upgrades to the park.	-Committee agreed to charge a fee that is the same as the pool fee. \$75 per event for the pavillion, \$50 field use fee.  -trash pick up is part of the fee. No additional needed.	Sally will submit the new form to the selectboard for approval	
Memorial Park donations	Scott Culver contacted Sally about an event at Memorial Park? Message was unclear at this time.  High school still has not given the \$500 for the repair of bleachers.	Sally mentioned sending NABA a thank you for the donation the recreation board asked of NABA to provide and NABA paid. Sarah Capron, who is on the NABA board, said that had not been received and asked who that went to.	Sally Davidson	
Public Participation (Unscheduled)	None			
Board Members Comments	Was on the agenda but floor was not formally opened up for comments at this time	-Scout bathtub races at Labor day? -Grand opening of Pavilion with stations for playing on the field?  -Future events: Christmas on the common, sleigh ride (\$1 a ride?), hot chocolate/cider station for a fundraiser -Coordinate with Holiday on the common by Farmers Market.	NA	NA

Adjournment	To close the meeting out.	No Motions were made. We agreed there were no more items to discuss at this time	group consensus	Yes