



**CITY OF DOVER**

## DOVER RECREATION ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820  
Room 220  
Meeting Date: Monday, January 11, 2010  
Meeting Time: **7:00pm**

CALL TO ORDER: Joe Tenuta called the meeting to order at 7:05PM

### ROLL CALL

#### Present

Recreation Director: Gary Bannon

Assistant Recreation Director: Krista Trefethen

City Council Liaison: Bob Carrier

#### Recreation Board Members in attendance:

Joe Tenuta

Jerry Newcomb

Mark Hyson

Jon Towle

Jeff Canfield

Kathy Morrison

Rich Johnson

Suzanne Meadows

#### Recreation Board Members absent:

Pete McKenney - Resigned position on Rec Board effective immediately.

Brenda Smith

APPROVAL OF MINTUES: December 14, 2009 minutes

Jerry Newcomb made a motion to approve the November 9, 2009 minutes.

Jon Towle seconded the motion, and the motion passed unanimously.

CITIZENS' FORUM: None.

### REPORTS

#### A. ADVISORY BOARD

None

#### B. RECREATION DIRECTOR, GARY BANNON

1. Gary working on budget presently. There is no growth in the budget; there is just not any money available for growth. Trying to find a way to increase revenues and minimize expenses. Trying to see if there is any way to increase some fees without losing membership. It's a challenging economy.

2. League Presidents meeting, Wednesday night, January 27th, 7pm at McConnell Cafeteria.



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3. Spring sports sign ups Feb 1, 3, 6 at the McConnell Center.
4. Looking at getting security cameras for the McConnell Center.

### C. ASSISTANT RECREATION DIRECTOR, KRISTA TREFETHEN

1. Basketball is off and running - 18 and over, 35 and over, 50 and over and 5th and 6th grade programs.
2. Gym schedule is full, 16 hours a day on Saturday and 14 hours a day on Sunday. Open during the week until 10pm with different leagues.
3. All of the fitness classes are going well.

### ELECTION OF OFFICERS

Joe Tenuta - Chairman - Nominated by Jon Towle, seconded by Suzanne. Joe accepted nomination. There were no other nominations. Vote was taken and passed unanimously.

Mark Hyson - Vice-Chairman - Nominated by Joe Tenuta. Seconded by Suzanne. Mark accepted nomination. Vote was taken and passed unanimously.

Jerry Newcomb - Secretary - Nominated by Jon Towle, seconded by Joe Tenuta. Jerry accepted nomination. There were no other nominations. Vote was taken and passed unanimously.

[There are 9 Recreation Advisory Board Positions along with 2 Alternate positions.](#)

Presently the 9 members are filled by:

Joe Tenuta

Jerry Newcomb

Jon Towle

Mark Hyson

Jeff Canfield

Rich Johnson

Kathleen Morrison

Open

Open

Alternate members are filled by:

Suzanne Meadows

Open

NOTE: Pete McKenney resigned effective immediately.

NOTE: Brenda did receive a certified letter at her home with a signed return receipt received back. Still no word back from Brenda. Based on the lack of communication on Brenda's part we have to conclude that Brenda is not coming back. Gary is going to make one more phone call to Brenda to see if he can contact her and speak with her directly to get some sort of confirmation from her that she is not coming back.



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### OLD BUSINESS

1. Recreation Board Member Responsibilities - Need to review member requirements and responsibilities for the Recreation Advisory Board. [Moved to February Agenda since we could not get to this item until almost 9pm.](#)

Specific Sport Liaison - Are we going to get each member assigned to a specific sport as the liaison? [Moved to February Agenda - could not get to until 9pm. List distributed to members for review.](#)

Specific Park Liaison - Are we going to get each member assigned a specific park in the city? [Moved to February Agenda since we could not get to this until 9pm. List distributed to members for review.](#)

Attendance - What happens when people presently on the board are not showing up for meetings and/or are not meeting the minimum criteria for attendance as specified within the Dover Recreation Advisory Board By-Laws? The board is going to review and update the by-laws in January to detail how to deal with board member absenteeism and absent members who will not respond to letters or phone calls. Board agreed to amend by-laws to deal with absenteeism. Sent new language to Gary who will then forward to Allan Krans for review.

2. Dog Park - To be located in Long Hill Park. Size is projected to be 160 feet by 190 feet wide and about 210 feet deep at the side furthest away from the parking lot. There is room to add if needed. Area will be split out between the big dogs and small dogs. Funds are available from monies that went through the Planning Department for park improvements from new north end developments. Middleton has been very supportive about offering parking. Some wood chips have been put down from the brush that was cut down by the boy scouts. The fence is going to cost less than they thought, about \$8,000, its going to be 5 foot high. The abutters have been notified, only one abutter that had some concerns that are being addressed. [There was a meeting with the abutter who was concerned about the dog park. The concerns and questions were addressed. Goal to open park is late spring early summer 2010.](#)

3. Greg Nesman Memorial Contributions - Make checks payable to Dover Recreation - The money collected can be donated to Dover Football or for a Scholarship. Greg's brother mentioned at the wake about donating a bench in Greg's memory. The family was going to follow up with Gary about the bench. Right now, the Recreation Dept is collecting money. Where the money will be sent will be determined at a later meeting. Joe to check with Peter Wotton to see if there is a scholarship that has been set up in Greg's name. Gary received some contributions, now waiting to hear back from Nesman family on what they would like Gary to do with money. Joe T to check with Peter Wotton on if there is a scholarship or not. After much



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discussion the scholarship seems a bit outside the scope of what the family seemed to want to do. Jerry to contact the Nesman family to see what they would like to do in Greg's memory. There was an opportunity to plant a tree and put a stone plaque in Greg's name and memory. The cost will be around \$500. The hub of recreation is the McConnell Center, it would be a great place to have a bench or plant a tree, etc. Granite Post with name on Plaque. Jerry called Nesman residence on 1/13 and left a message for Robert or Kate to call.

1/21 - Kate Nesman called me at 10:05 am this morning. We discussed a few ideas and she really liked the plant a tree with stone plaque next to the tree in Greg's memory at the McConnell Center. Kate mentioned the Nesman family would be willing to donate up to \$250 towards the cost. Kate mentioned that she thought Dover Football also received some significant contributions in Greg's memory as well. I thought that Dover Recreation may have also received some contributions as well. She asked that we let her know when we would like to do the ceremony so that we could work with them to make sure they would be available to attend. She also asked when we would need the money and who to make the check out to. The best way to reach Kate Nesman is at 603-610-7251. I can continue to follow up with Kate if you need me to. Jerry.

4. Awards Program - The awards dinner is to be held on Thursday March 25th, 2010. There is roughly between 85-95 people that attend each year. Jon to follow up with the Moose. The Moose would supply the place and underwrite the meal. We would still have to fund the trophies and plaques. In the past, the budget has been \$3,000 (\$2,000 for the facility and food and \$1,000 for the trophies/plaques). By budget, we mean that is what it costs; we still need to raise the money privately by asking for donations like we have in the past. The leagues could cover both the cost per person (\$50 each) and the cost for the trophies and/or plaques that each person receives. (Need to determine cost per trophy/plaque so that we can bill the leagues correctly). Presently, they cover \$50 per person that receives an award. Jon talked to the Moose and they are willing to host the event and cover the cost of the food. Gary to contact the Moose to see if the details can be worked out. March 25th works for the Moose. Gary is meeting with the Moose on Wednesday January 13th at 6PM to see if we can get come to an agreement with the Moose on hosting the awards dinner this year. Still need to raise some money for the plaques, etc. Joe to work to get a list together to hand out at the next meeting to board members so that we can start soliciting donations via letter. Need to eliminate from list companies/people who have never donated so we do not waste time and resources requesting donations from these companies. Leagues presently donate \$75 towards the event, may want to increase the amount due from the leagues to \$100 to help cover costs. Call on chamber of commerce as well.



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5. Dog Signs - Gary to follow up with Sharon Lucey to see when the signs will get posted at the parks. Gary is following up on working on getting the specific language for signage for Shaw's Lane and Woodman Park. Gary working on fine tuning the dog signs, some are not posted in the best locations. Still no signs up at Shaw's Lane where the dogs are still out and about on the fields. Gary to continue to follow up on signs. Still working on language and location of signs with city. Leagues may need to contribute to cost of signs. Gary will contact leagues if he decides he needs leagues to contribute to help cover cost. [Gary had a list of parks and signs for parks at the meeting, just need to get the signs put in](#)

6. Padding for Butterfield Gym - Gary and Krista are following up on getting some padding for behind the baskets at the Butterfield Gym. [Krista working to finalize order on padding/mats which should be in sometime in January.](#)

7. MOU - Mark provided a second draft for review. A few modifications were discussed with Mark to make some changes to address:

### [Under the Community Services Department shall section:](#)

Amend to say the city should request input from leagues on what are the acceptable basic specs for normal maintenance on fields so that when it goes out to bid it can be bid correctly so that the work done meets the needs of the city and leagues that use the fields regarding:

Mowing

Weed control

Aeration

Fertilization

Irrigation

The city and leagues need to work together to generate the correct basic specs for each field then make sure it gets bid that way and that the work gets done correctly. It's a partnership between the city and the leagues working together to get the most bang for the buck.

### [Under the Dover Sport Organization Responsibilities section:](#)

The maintaining of all buildings needs to be changed. As it presently reads, it sounds like the leagues are responsible for the entire maintenance costs of the entire building. Need to be specify exactly what the leagues are responsible for when it comes to maintaining the buildings. This is too broad and as it presently reads it sounds like the leagues are 100% responsible for maintaining the buildings.

### [Add in purchase policy guidelines](#)



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### [Change last sentence to say Special Revenue fund not revolving account money](#)

8. Park Street Park Project - The Rotary Club is providing \$55,000 and is working to secure more grants on behalf of the park. Gary, the Park Street residents, Norm Francassa, and the Rotary are working together to try to narrow the list of things they want to see in the park when completed. It's presently (November) in Norm Francassa's hands to coordinate the ordering of equipment, working with the neighbors, etc. It was recommended to make sure someone is giving the Rotary regular monthly updates about the progress on the park and what is happening. Gary met with Bob Pettinelli of Pettinelli and Associates which represents the Miracle Playground Company and Norm Francassa on Monday December 14th, 2009. The Meeting covered an overview of the park with what they want to do. Bob is going to come back with a 3D picture of what the park is going to look like after equipment is put in. Marion Cheney was also in attendance from the Rotary Club. There may also be some other private donors that may be coming forward. [Meeting on January 20th, 6PM, at the McConnell Cafeteria, to meet with Norm Francassa to go over preliminary concept plans. Will review a few different options for the park regarding playground structures, fencing, etc. Goal is to try to have playground completed by summer 2010. Although it's an ambitious deadline this is what they are shooting for. Rotary has been out actively fundraising to help raise funds for the park.](#)

#### **D. NEW BUSINESS**

1. City Council Resolution to create a Recreation Department Repair Account - Bob Carrier mentioned that he and Jan Nedelka are going to be sponsoring a resolution to the City Council to fund a Recreation Department Repair Account for the recreation department to properly maintain and repair the city playground equipment. The amount that was going to be put forth in front of the council is around \$15,000 per year that could be funded from the gravel fund. Another way to help fund this is to add a \$1 to the special revenue fund charge and this specific \$1 would go into this Recreation Department Repair Account. The goal is to have some funds to keep the playgrounds in good working order and safe for the kids to play on. The Recreation Advisory Board liked the idea of setting up this account and then having Rec Board members go out and look at the parks and report back on what playground equipment is in need of repair.

#### **F. ADJOURN**

Jon Towle made a motion to adjourn the meeting.

Mark Hyson seconded the motion.

The motion passed by a unanimous vote and the meeting adjourned at 9:07pm

Respectfully submitted by,

Jerry Newcomb



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### Gregory Nesman

DOVER — Gregory E. Nesman, 47, of Bellamy Woods, died Saturday Oct. 17, 2009 at his residence following a brief illness.

Greg was born in Dover on Jan. 11, 1962 and is the son of Robert A. Nesman Sr. and Norma L. (Estey) Nesman.

Greg was a graduate of Berwick Academy, class of 1980. He later graduated from Plymouth State College in 1984 and then received a master's degree in business from Boston College.

Greg was self employed as a technical sales specialist. He served as president of the Bellamy Woods Condo Association, was president of Dover Youth Football and served as player agent, treasurer and board member since 2004. He also served as president and head coach for many years for the Cochecho Lacrosse Association and head coach for Dover Recreational Basketball.

Greg was a true champion of youth sports in Dover and anything that kept him active with the city of Dover. He will always be remembered as a loving and devoted father.

Survivors include his parents Robert A. Sr. and Norma Nesman of Rollinsford; one son, Andrew Nesman of Dover; one brother, Robert A. Nesman Jr. and his wife Kate of Rollinsford; one nephew, Rory Nesman; and one niece, Meagan Nesman, both of Rollinsford.

Visiting hours will be held Tuesday, Oct. 20, 2009 from 5-8 p.m. at the Wiggin-Purdy-McCooey-Dion Funeral Home, 655 Central Ave. A funeral service will be held Wednesday, Oct. 21, 2009 at 11 a.m. at the funeral home.

In lieu of flowers, donations may be made to Dover Youth Football, PO Box 1638, Dover NH 03820.

Robert A Nesman & Kate C Nesman - 52 Heritage Dr - Rollinsford, NH 03869-5102 - (603) 742-2661

January 13, 2009 - 12:47pm - Jerry left a message for Bob and/or Kate Nesman to call regarding memorial for Greg.



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