



**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, September 13, 2010  
Meeting Time: **7:00pm**

**CALL TO ORDER:** Joe Tenuta called the meeting to order at 7:01PM

### **ROLL CALL**

#### **Present**

Recreation Director: Gary Bannon  
Assistant Recreation Director: Krista Trefethen  
City Council Liaison: Bob Carrier

#### **Recreation Board Members in attendance:**

Joe Tenuta  
Mark Hyson  
Jerry Newcomb  
Jon Towle  
Rich Johnson  
Kathy Morrison  
Suzanne Meadows

#### **Recreation Board Members/Liaison absent:**

Jeff Canfield

**APPROVAL OF MINUTES:** July 12, 2010 minutes

Jerry Newcomb made a motion to approve the July 12th, 2010 minutes.  
Rich Johnson seconded the motion, and the motion passed.

**CITIZENS' FORUM:** Ronan O'Doherty - Ronan was on hand to discuss the Shaw's Lane Fields proposal from DSA.

A motion was made by Jon Towle to move the Shaw's Lane Field plans to the top of the Agenda since Ronan had come in to discuss it and had to leave by 8pm for another appointment. Jerry seconded the motion and this was moved to the top of the agenda to be discussed first.

## **REPORTS**

### **A. ADVISORY BOARD**

Question was asked: where did \$93,000 for rails and trails come from? Gary explained that a few years ago there was a \$100,000 CIP allocation for Bellamy Park improvements. A big part of this was for a bridge that was needed to connect two parts of the Bellamy property. To make a long story short, the money was never used for this project and the funds got re-allocated to the rails and trails project.  
Suzanne reported the following:



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- Suzanne walked the trail from Chestnut St to Fisher Street. It looks pretty good; it looks like the Boy Scouts that did the cleanup work did a good job. Suzanne is keeping in touch with the Rails and Trails Committee. She is also staying in touch with the Willand Pond Group. Pumping started the end of July to get the water levels down.
- Jerry passed out picture of Nesman dedication. Gary was thanked for doing a great job at the dedication. Rich sent a note to Katie Nesman as well.

### **B. RECREATION DIRECTOR, GARY BANNON**

**CIP project process is underway** - Gary has submitted about a dozen CIP requests. Chris Parker is the lead person for CIP requests.

**Project pool committee is meeting regularly.** They have 4 subcommittees – Fundraising, Marketing, Finance & Budget and Long Range Planning. There is also a pool friends group being coordinated by Dawn Haines. They meet Wednesday night at 7pm. They are working on fundraising, special events, etc.

**Apple Harvest Day** - Recreation Booth at the end of Central Ave - One booth for pools and the other booth for the senior center.

**Senior Center** - Looking to start some creative ways to raise funds for the senior center. Fundraising efforts and ideas are under way.  
Changing gears from summer to fall programs.

### **C. ASSISTANT RECREATION DIRECTOR, KRISTA TREFETHEN**

Summer programs are all wrapped up. It went well this year due to the great weather. Fall programs are starting up. Little Kickers, adult fitness, dance, etc. This is all self supporting with memberships.

Basketball will be starting up soon as well.

Krista is also working on fundraising/looking for money for senior center, etc. As a side note, on Channel 22, there is a new "Dover Download Show" being done by Mike Gillis. He does updates on activities going on in the city. He came to the senior center and he did a special on the Ukulele group. The senior center does so many different things that nobody knows about so it's helpful that Mike is helping get the word out about what is senior center is doing.



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Krista is working on a large fundraiser event for the senior center that she will provide the details on in October.

There is also a fundraising committee for the senior center as well.

The senior center may be participating in the Christmas parade this year.

### OLD BUSINESS

**Dog Park** - Dog park is open and up and running. It's been very busy and seems to be doing very well.

**MOU** – Gary wants to ensure no one conflicts with each other. **Mark Hyson is following up with Soccer and Softball to get a meeting finalized.**

**Park Street Park Project** – **Equipment is here, working on getting it unwrapped, put together and in working condition so kids can start using it. Need to finalize landscaping, fence, other items, etc.**

**By-Laws Revision to address attendance** – Alan Krans is working on citywide standards. 33% absenteeism in 12 months, not 4-in-a-row standard. Still waiting on Allan Krans review and feedback. **Been trying to get finalized and approved since February 2010.**

### NEW BUSINESS

**Shaw's Lane Field Plans** - Gary passed out a letter received from Dover Soccer (DSA) about doing field work at Shaw's Lane. Estimates range from \$30,000 - \$35,000. DSA's first concern was funding 100% of the \$35,000. Second, since it is a city facility would the city be contributing anything to this project? Dover Soccer wanted to know if matching funds were available from the city. Third, if DSA makes this contribution they want to make sure the fields will remain primarily for soccer. Ronan began by explaining that DSA believes they need another field so that at least one field can be rested annually in order to keep the fields in good shape. He mentioned that while the new field is being built that Soccer would like to use the Softball outfield for an 8v8 field (11-12 year olds) during the construction in 2011. This was discussed, both Softball and Soccer would provide their input but the final decision is a city decision. DSA and Softball are going to draft a memorandum of understanding between DSA and Softball regarding DSA using the softball field (damage repair, how long it would be used, etc.) Location of the 8v8 Soccer field would be in far right field of the first softball field closest to soccer fields.

Gary addressed the request for matching funds and that there are no matching funds available presently.



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Ronan also mentioned how helpful Sharon Lucey has been in helping get the fields in the current good shape they are in, in regards to specs for contractors, seeding, aeration, etc.

Presently the water usage is \$15,000 per year down at the fields, Ronan introduced the idea of building two wells that would have a one time cost of \$8,000 per well but would then eliminate the \$15,000 in annual water bills. You may also need a water retention tank that would add to the cost. Ronan asked about earmarking any the annual \$15,000 in savings to be earmarked for field improvements going forward. Bob mentioned that the city is not likely to earmark the \$15,000 towards anything other than saving the city that money on an annual basis. The city may take a look at building/paying for the wells but the city would also be the beneficiaries of the savings, especially if the city pays for the cost of putting in the wells. Bob C will bring the idea forward to the council and city manager about building the wells to save the city money in the long run. Point was also made that Dover Soccer needs to start really focusing in fundraising, something DSA has never really done. Jerry did mention that he has proposed fundraising at DSA meetings in the past but has been informed by long standing DSA members that DSA has historically not needed to do any fundraising. Ronan mentioned that a fundraising committee may be forming at DSA.

Point was also made that the city made a significant investment in a concession stand which, if used properly, should be generating significant revenue for both Soccer and Softball. Rich mentioned that Dover Football tagged with their 150 kids over 3 days and raised \$10,000. If Dover Soccer has 400-600 kids then raising \$35,000 for field repairs should not be an issue if DSA has some organized fundraising efforts.

One thing that most everyone seemed to agree on is that the space in front of the concession stand and the big hole behind one of the soccer fields is space that could be and should be put to good use. Both areas should be developed so that the space can be utilized. How to fund and finance it is a different issue. Shaw's Lane is a city field, the city puts what it has into those fields, but the city does not have any additional funds presently to put towards this project. In the final analysis, a committee can be set up to further discuss and research what the plan is, what should get done, what the cost is, and how is it going to be paid for. Other examples that were given were Dover Baseball, where Dover Baseball put a lot of money into Maglaras to make it playable and Men's Softball is also putting money into Guppy Park for improvements as well. They did not get a guaranty from the City but the city recognizes who is putting the money into the fields and who is helping maintain them. Dover Baseball does actively fundraise. Dover Football also put up roughly \$5,000 for field improvements over at Bellamy as well. Dover Football also actively fundraises. Time will tell if a Shaw's Lane committee will be formed or not but it was suggested as a good avenue to follow in order to get things focused and moving ahead at Shaw's Lane.



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**Non Profit Status** - Gary mentioned that there was a list of organizations in the newspaper that are in danger of losing their non-profit status because they have not filed the correct paperwork, tax returns, with the state, feds, sec of state, charitable trust division, etc. Organizations need to make sure they don't lose their non-profit status. If any organization wants to know if they are on the list then the President of that organization can follow up with Krista.

### **F. ADJOURN**

Jon Towle made a motion to adjourn the meeting.

Suzanne Meadows seconded the motion.

The motion passed and the meeting adjourned at 8:58pm

Respectfully,  
Jerry Newcomb