



CITY OF DOVER

DOVER POOL ADVISORY COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: Indoor Pool, Meeting Room, Henry Law Ave, Dover, NH
Meeting Date: Monday, November 5, 2012
Meeting Time: **7:00pm**

DRAFT

members present: Dick Arnold, Jess Bonello, Pat Campbell, Tim Paiva, Suzanne Petersen, Phil Read

staff present: Gary Bannon

absent: Mick Arsenault (excused), Dawn Haines (excused), Sue Medbery (excused), Mike Weeden

Meeting began at 7:05.

approval of agenda: Phil made a motion to approve as written. Suzanne seconded. Agenda was approved unanimously.

approval of Minutes from Oct. 1, 2012: Tim made a motion to approve the minutes as presented. Phil seconded. Minutes were approved unanimously.

citizens' forum: n/a

reports:

Gary:

- Fall schedule is full.
- Boiler piping repair is complete, went quickly. Pool was closed for only three days. As part of the job, more valves were installed so that each boiler can be isolated in case of a problem.
- Air circulator is having issues. Sensors malfunctioned and were replaced. Some of the on-going issues are on-site and can be handled manually, but other issues are off-site and are problematic outside regular work hours. The whole control system will probably need to be replaced before too long, but for now, the system seems to be back on track.
- The budget season is gearing up. Gary, Mick, Phil, and Dick will meet to go over preliminary numbers. First round is due in finance office in early January.
- High utility bill noted at October's meeting cannot be readily explained. Gary is still investigating.

Mick (as reported by Gary):

- Lessons are going well. Classes are 93% full.
- New lifeguard has been hired, so Mick can return to his management duties.
- Winter schedule is getting finalized.



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fundraising and marketing:

- Planning for the 2013 Swim-a-Thon is getting started. Jared Felker of SSA believes that by using the USA Swimming Swim-a-Thon program, this can be very successful. We will have to compensate USA Swimming with 5% of what we collect. Coaches and kids need step-by-step instruction and kids need to be offered plenty of prizes. Gary suggested offering a free practice session as a team incentive. Jared will gather more info and get back to the group. No date has been chosen yet.
- Dover Swims Week will probably take place in early January again to catch those who make New Year Resolutions to be healthier. This will be a marketing event to increase clientele.
- Dawn and Jared are starting to plan for the 2013 swim clinic. Tentative dates are Aug. 24, Sept. 7, or Sept. 14.
- Mick and Jesse Bickford are working to create a package for prospective advertisers at the pools.
- Gary checked with the city planner regarding signage for the pools. The long-term plan is to create a “way-finding” system that would direct people to a variety of services and activities. Gary will check back to see about possibilities for the near future.

long-range planning:

- SSA/Tim presented the swim complex plan to the recreation advisory committee. The committee passed a motion to support the on-going process.
- SSA is awaiting more detail about Maglaras Park: soils, dredge spoils. The amount of land is sufficient for the project. Things are preliminary but promising so far.
- A member asked how many big meets would need to be held at the new complex for financial viability. Tim suggested 25-30. Dover currently hosts 12-13 meets per year. UNH hosts an additional 4-5 meets for youth. Dick requested to see the business and marketing plan for the project.

budget and finance:

- This year’s net loss seems to be tracking well overall.
- Phil noted some line items that merit watching: revenue from resident users, revenue from non-resident users, facility rental fees, natural gas usage, and electricity usage. Are patron fees too high or are swimmers going elsewhere?

CIP update:

The city council has not voted yet. A workshop will be held Nov. 7. If the new roof for the indoor pool is approved, bids could go out in the spring for a warmer weather project. The new roof could supplement plans for Henry Law Park: re-use/recycling of roof water for gardens and fountains, sources of natural light in the pool, solar panels to augment hot water or electricity. Gary asked members to share what innovations or design features they have seen at other pools.



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Henry Law Park design process:

PSNH has provided a \$10,000 grant to help with the planning process. Terra Firma of Portsmouth has been selected to craft a landscape design. The goal is to work on the design through winter and be ready to start work in the summer of 2013.

The majority of current parking spaces might be moved farther from the building and parking meters seem likely. Gary will work to provide pool members with some sort of parking pass. Having parking meters in the lot should encourage museum visitors to park closer to the museum entrance and leave more parking for pool patrons.

city code change process implications:

Some Dover city councilors have proposed amending the process by which code changes take place. As the state law currently exists, councilors may propose changes to the city code, but these changes must be checked by the city manager to ensure that they are legal and adhere to regulations. The process can result in delays. The proposed change would put the power to change city code into the hands of city councilors who would not need to get approval from the city manager. This could result in departments, committees, and other services and avenues of citizen participation being cut arbitrarily without further discussion. Gary will update the group as more information becomes available.

other business:

Tim asked if other members were concerned that the City Council Liaison to the Pool Advisory Committee had missed 7 of 9 meetings. He reported that Dawn had met with him to discuss her concerns and Councilor Weeden noted that he could not attend Monday night meetings. He suggested that Dawn plan a separate meeting with him each month to provide updates. Gary met with him also and learned that Mr. Weeden is very busy and cannot regularly attend meetings for a committee for which he is the appointed liaison.

Phil made a motion to request that the mayor consider appointing a new council member to represent the committee due to the inability of the current appointee to attend DPAC meetings. Jess seconded. Motion passed unanimously.

adjournment:

Dick made a motion to adjourn. Phil seconded. Meeting adjourned at 8:15.

Respectfully Submitted by Suzanne