



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, July 1, 2013
Meeting Time: **7:00pm**

DRAFT

Members Present: Dick Arnold, Jess Bonello, Pat Campbell, Sue Medbery, Tim Paiva

City Staff Present: Gary Bannon

Others Present: Christophe Cloitre, Suzanne Petersen

Absent: Mick Arsenault, Michael Weeden

Meeting began at 7:04 p.m.

Approval of Agenda: Sue made a motion to approve the agenda as presented. Pat seconded. Agenda was approved unanimously.

Approval of Minutes from June 3, 2013: Jess made a motion to approve the minutes as presented. Pat seconded. Minutes were approved unanimously.

Citizens' Forum: N/A

Reports:

Gary:

- The 2013 fiscal year has ended. Final reports will be completed within the next two weeks.
- The 2014 fiscal year budget was passed with no additional changes to the recreation department budget.

Mick (as presented by Gary):

- The current session of swim lessons is 97% full. Staff members are gearing up for the next session.
- The Jenny Thompson Outdoor Pool had a busy June. Teams were the first to swim, then lap swimmers were phased in, and then the pool was opened to all the last week of June. In past years, opening was for teams only and then fully open to public. Some recreation camps used the pool even before their regular camp season opened.

Fundraising/Marketing:

The subcommittee no longer meets separately, but two points were shared:

- Jess noted that she made a late-in-the-school-year request to the film club and they indicated that they would be interested in doing a pool awareness project in the fall.
- Gary passed around an editorial printed in Foster's from an Epping couple who praised the pool and staff.



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Long-Range Planning:

- Tim reported that paperwork for non-profit status for the Jenny Thompson Aquatic Center will be submitted to the IRS soon. The application will be signed by the five current members of the board of directors: Jenny Thompson, Tim Paiva, the city manager, Cindy Briggs, and Steve Anderson.
- The city council approved a letter of support for continued exploration of the JTAC project.

Finance and Budget:

- Phil reported no significant variances.
- May income and water expenses for the outdoor pool were up from last year, probably due to increased use during the pre-season.
- The net loss for pool operations should be on budget for FY 2013 and somewhat higher than FY 2012.
- This will be Phil's last meeting as a full voting member. He offered to continue analyzing the financial numbers and the committee gladly accepted.

Sale of Pool Advertising Space:

Gary reported that sales are going well. Several banners are ready to be hung. The focus right now is on the outdoor pool. Six sales have been finalized and five more are likely. Advertising space is sold based on the location of the banner. So far, sale of advertising space has brought in \$2000.

New Roof for the Indoor Pool:

Gary reported that a respected, unaffiliated commercial roofing professional has reviewed the site work reports, visited the site, and will help write the bid specifications. This person will serve as the clerk of the works once the actual work begins. Bids will be due in mid-August. Work will probably begin in September and should be done by October. Estimates so far are in the \$80-90,000 range.

Moisture from within the building seems to be a major source of roof problems and installation of a true vapor barrier will be part of the new roof project. How air quality will be affected is not fully known at this time, so a thorough evaluation will be performed as part of the project.

Jenny Thompson Aquatic Center Discussion:

Foster's published an article that announced the city council's letter of support for the JTAC. Many people do not understand what this means. Committee members are being asked



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informally to provide answers, but the committee probably should have a consistent message. What should that message be?

Dick: The JTAC will probably happen and we must plan for it. Our message to the city council must clearly state our concerns and expectations. Our message will matter.

Tim: The current facilities need to stay viable until the JTAC has water in it. We cannot assume the JTAC will actually be built. We need to be more proactive with outreach. DPAC should host an information night for the public to present the goals, the projections, and the numbers.

Gary: What should DPAC's role be?

Phil: Assuming the JTAC is built, what will happen to the public pools? Will they both close? What is the plan? How will three pools compete?

Sue: What is the timeline? Even without exact dates, what are the best- and worst-case scenarios?

Dick: We need to develop a continuing and open relationship with the JTAC leadership.

Tim: Our focus should be on sustainable aquatics facilities.

Phil: What is sustainable long-term? What will happen to the public pools?

Christophe: I think we all need more information. I certainly need more information.

Suzanne: Getting back to the original issue, what does the letter of support mean? People want to know: Is the city making a foregone conclusion that the public pools will close?

Gary: A market for aquatics in Dover exists. Realistically, two entities cannot survive. A sustainable program will be better if budgetary cuts are not a constant threat.

Suzanne: But what happens if the JTAC is built and the public pools close, and the JTAC cannot stay financially viable and closes? I can't imagine the city would ever build a new pool or take over management of a huge aquatics facility. Then what? No pools for anybody.

Tim: The current outdoor pool has pipe problems that the city probably won't fix. Even with a new roof, the indoor pool will be facing some major costs.



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Sue: Perhaps we should be taking a closer look at useful life of the pools. It sounds as though the outdoor pool is reaching the end of its useful life.

Dick: We need to take action and develop a process to make sure we don't lose the ability to swim in Dover. We need to discuss fundraising: Do we back out completely and task city staff with that, or do we help somehow? What is the future of the Jenny Thompson clinic? Let's think about a charter.

Dick shared his written thoughts as points for the committee's consideration and future action.

Dover Pool Advisory Committee FY2013-14 Objectives

The Dover Pool Advisory has undergone significant changes in the last couple of years and apparently needs a redefinition of goals and objectives to continue as an active voice in determining the future of the current Dover Pools and the possible advent of an Dover Aquatic Center in an as yet to be determined future time frame. The following are some of the issues facing the committee.

Fund Raising

- The City through the Rec Department and pool manager has taken on the fund raising role initially sponsored in the committee. This came about through apparent lack of interest in DPAC to continue this role. Should the committee continue in any form of fund raising considering these results? Is fund raising still part of the committee's role? How was the decision for the pool manager to take on an additional role of fund raiser made?
- Is it appropriate for a City with a budget of 58 million per FY to be fund raising for small amounts like the approximate 6K raised in the Pool-a-thon this year. Does money go into the general fund or can we raise money for specific items like pool covers. Who makes these decisions?
- What then is the fund raising expectation for the committee and do we have a plan for the just beginning fiscal year? Is fund raising a legitimate function of a volunteer but yet government committee? Is this not better done by a non-government committee of pool boosters; or a professional fund raiser?



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Jenny Thompson Clinic

- The Jenny Thompson Clinic was cancelled because of lack of interest. Is there interest on the part of the committee, the City and Seacoast in trying to reinstate the clinic in 2014? JT has suggested that there are commercial companies who sponsor fund raising events with Olympic medalists. Should the committee investigate this? The cancellation of this event assured that the committee will not meet the 20k pool fund raising budget item in this year's budget
- Was the lack of interest in the clinic caused by high entry fees? Would JT be interested in doing a clinic with much lower fees that could possibly attract significantly more participants where clinic income could be secondary to raising interest in the Dover pool activities?

The New Dover Aquatic Center

- Does the committee have a role in monitoring the progress of this endeavor? The key question being sure that the current pools are properly maintained and staffed until this project comes to fruition. The sponsors of the Center still have an extensive fund raising, scheduling and planning process to go through so the committee function would be to monitor this for the council to assure the current pool operation the Centers completion dovetail properly.

Committee Functional Statement and Charter: "Any road will get you there if you don't know where you are going"

- The committee needs a charter to guide future activities outlining its functions and City's expectations. This should be jointly developed by the Committee and the City.
- The real question is "is this committee still viable and does it have valid function"? Whether it does or not depends upon the interest and dedication of committee members.

Suzanne asked that the currently accepted mission statement be reviewed and updated if appropriate:

The Dover Pool Advisory Committee is a coalition of citizen volunteers and Dover city employees whose mission is to work in partnership with the city to:

- Reduce the taxpayer burden by creating viability and financial stability of the pools.
- Develop and maintain a thriving aquatic program promoting health and physical fitness for residents of Dover and neighboring towns.
- Enhance the status of the Jenny Thompson Outdoor Pool as a venue for regional competitive swimming.



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City Council Representation:

Sue made a motion that DPAC approach the mayor for a replacement city council member. Tim seconded. Dick will write a letter.

New Handicap Accessibility Lifts:

Two new units have been delivered. The lifts need an anchoring mechanism and a protective cover for outdoor storage.

Outdoor Pool Repairs:

Phil asked if the pool budgets recognize major upgrades and work in the upcoming years. Gary noted that the annual budget does not consider such costs, but the CIP does. He will begin work on CIP proposals soon. The CIP schedule is based on a 5-6 year projection. Major work at the pools falls into that schedule.

Possible Cancellation of the August Meeting: No

Attendees were asked if they would like to take August off. The majority indicated a preference to meet as scheduled.

Adjournment:

Pat made a motion to adjourn. Sue seconded. Meeting was adjourned at 8:20.

Respectfully submitted by Suzanne