



CITY OF DOVER

DOVER RECREATION ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Senior Center Activity Room
Meeting Date: Monday, July 8, 2013
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: The meeting was called the meeting to order at approximately 7:05pm

ROLL CALL

Recreation Director: Gary Bannon

Assistant Recreation Director: Krista Trefethen

Recreation Board members in attendance:

City Council Liaison: Bob Carrier

Norm Fracassa

Stanley Kaubris

Kathy Morrison

Margaret Trefethen

Scott Kelley

Richard Johnson

Jerry Newcomb

Recreation Board members not in attendance:

Ronan O'Doherty (Alternate member)

Jon Towle

Joe Tenuta

Open Positions on Rec Board: Two alternates

A full board consists of nine (9) full time members and three (3) alternate members.

APPROVAL OF MINUTES:

Approval of minutes for June 10, 2013

The only correction was to indicate that Scott Kelley was absent at the June meeting.

Scott Kelley motioned to accept. Seconded by Norm Fracassa Motion passed unanimously.

CITIZENS' FORUM:

None (no members of the general public in attendance) However, it was noted that Kendall Salter from Foster's Daily Democrat was in attendance.

REPORTS

A) ADVISORY BOARD:

Norm Fracassa reported that the Tuttle Square Park was transferred to a developer, who is tearing down and replacing the Tuttle Square apartment building with a larger footprint. Norm is relocating plants, granite, etc. to other parks.



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Norm also mentioned:

1- Henry Law Park:

- a) Has inappropriate graffiti. Host of Cocheco Arts Festival. Needs to be cleared.
- b) 24' Cocheco River fence is loose and unsafe. Can vendor (AAA Fence) be contacted?
- c) Slide is still broken/missing. Plywood now has graffiti. Norm stated that there are comments from out-of-town visitors.

B) RECREATION DIRECTOR, GARY BANNON

- 1) Skate Park meeting occurred earlier this evening. Two main issues:
 - a) Skate Park location. Maglaras Park? Seacoast Swimming Association working on test borings at Maglaras Park. Plan B for proposed aquatic center is current Jenny Thompson pool location.
 - b) CIP Budget: Gary analyzing where to put Skate Park in the current six-year CIP plan. Fundraising limited by location. Potential donor groups unwilling to commit until decision made. Catch-22 situation. Gary mentioned that the skate park group is doing a great job on fundraising efforts.
- 2) The Park Street RASCO warehouse-to-apartment conversion is generating impact fees of about \$12,000. An invoice has been prepared. Check is coming. Moneys will be used for Park Street Park. Gary is speaking to Norm Fracassa regarding drainage on East Concord Street and landscaping issues.
- 3) Fourth of July fireworks. Well received. Big crowd. Hot night. Funded by the Dover Chamber of Commerce. However, Gary was behind the scenes (police, fireworks display vendor, trash). There was a last minute change regarding a state law and its interpretation.
 - State Fire Marshall: "Fireworks straight up only." Distance regulations also changed (used to be 700 feet from occupied dwellings). Normally Gary has had the fireworks aimed at an angle over the river for best viewing. With a straight-up-only approach to the fireworks, the trees blocked the view on many smaller powered displays. Gary mentioned that next year he will recommend nothing smaller than 4" shells. Twenty-two minutes display this year (average). Fireworks technician had heat exhaustion. Went to the hospital.
 - Jerry recommended advance logistics between Dover Fire Chief and State Fire Marshall next year. "Call ahead."



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ASSISTANT RECREATION DIRECTOR, KRISTA TREFETHEN

- 1) Regional Hershey Track Meet at Dover High School on June 22. Approximately 400 student athletes took part, including approximately thirty Dover-area athletes. Kids did well. Approximately nine Dover kids attended Pelham, NH state meet on June 28.
- 2) Camp Kool/Playground programs: Weather not cooperating. Lots of rain.
- 3) Horne Street School, Garrison School, and Camp Kool programs all full.
- 4) Tuesday/Thursday fitness classes at 7:15 doing well.
- 5) Final fiscal year Fitness Center attendance/membership numbers were good.
- 6) 2013 Dancing-with-the-Dover-Stars DVDs coming soon. \$10 price.
- 7) Bingo fund raiser on July 5 was packed. Good attendance.
- 8) Costa Rica Trip information session coming on July 18.

Old Business

Henry Law Park project

Gary Bannon showed a one dimensional site plan and 3D rendering, including parking lot and aerial views. Gary wants to start showing them around to potential donors (example, at Cochecho Arts Festival). Wants these shown, ASAP.

Norm asked if there is any estimate of annual maintenance cost for the proposed park design. Gary had no answer.

Regarding the overall construction cost of the park construction, they are trying to reduce the overall cost. Ballpark estimate is \$250K. \$125K to start.

Gary wants low maintenance plants.

Jerry reinforced the ongoing concern/discussions in the past few months that future maintenance costs need to be planned for/accounted for in future city budgets and operational plans.

Gary responded that he has met with Community Services/Facilities and Grounds and the Dover City Manager, regarding annual maintenance costs.

Jerry asked about the timeline of the project.

Gary responded that it depends on money. Probably start in August, 2014. Plan B is break ground in the Spring of 2015.

Bob Carrier asked if smaller images of the four design boards shown could be reviewed with the Dover City Council.

Gary will attend an upcoming City Council meeting.

Norm asked if the \$125K cost previously mentioned is covered in the city CIP plan. Gary's answer: Yes.

There was then a substantive discussion regarding the Severino gravel moneys paid to the City, and what some members see as a misallocation versus the original historical intent of the moneys.



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Original intent of gravel moneys and usage:

10% for maintenance

30% other projects

60% recreation projects

100% total

Last fiscal year: \$400K paid to city for gravel royalties. However, Dover Recreation Department annually promised only a minimum of \$125K in capital funds per year from royalties paid.

Norm does not want maintenance moneys used for construction. Gary responded that Dover City Council sets final direction each year. Norm asked if Bob could speak to the City Council on this issue. Norm stressed that maintenance is a priority, per the previous Master Plan.

Gary reinforced that all he gets is project (i.e., capital) money. He gets no park maintenance funds. That is supposed to go to Community Services.

There were then comments by Bob Carrier that sometimes unplanned things come up which require the gravel funds. Recent examples of use of the \$400K listed above (\$400K less \$125K equals \$275K remaining for disposition in the past fiscal year): \$60,000 for library roof, \$200,000 for McConnell Center rooms build-out. There was no mention if \$40,000 (10% of \$400K) was allocated/budgeted for park maintenance in the past fiscal year.

Severino contract expires in 2018

Garrison Hill Status:

Survey is complete. Walkthrough of property lines can now occur (Scott Kelley and Gary).

‘Garrison Gauntlet’/Tough Mudder race discussed.

Serve with Liberty Week:

Week of June 17.

Garrison Tower painted.

Henry Law light poles, stage, picnic, benches painted.

Cut River St. brush.

Tony McManus is the local coordinator of Friendship Force International, which installs plantings and gardens. Community Services turned over sod. Garden planted.

Indoor Pool Roof Project:

Met with three roofing material vendors regarding recommended material specifications.

Significant project, due to rot.

Hiring an independent consultant to review specifications. The idea is that the consultant’s recommendations will save enough money to pay for the consultant.

Award of bid will be in August. 2013.



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Finish in September/October (before Apple Harvest Day).

Twenty-year roof.

City Manager wants to package bid with needed City Hall roof repairs. Pool has \$110K budget. Current pool estimate is \$80K to \$90K range.

NEW BUSINESS

Henry Law Plaza Project:

Expand area to get seasonal Christmas tree closer to the lower square (in season).

Lighted flag pole the balance of the year.

Multipurpose area planned.

Need to improve electrical and water services.

In design stages

Will be mostly privately funded (Dover Rotary/Downtown Lighting Committee/Main Street Committee).

Up to 29'/30' tree is possible.

New city bucket truck can handle up to 30' tree.

Trees always donated. Three tree donors already waiting.

Norm requested to see plans. Gary will provide the plans to Norm.

Jerry asked if the plaza project goes before the City Council. Gary responded that it does, as a courtesy report. Bob Carrier concurred with response.

Other items:

Richard asked if the previously-mentioned Dover City Hall repairs would be funded by the Recreation Department budget. Gary responded, 'No'. There are separate budgets.

Richard then followed up on the Henry Law slide comment. Richard complained extensively that this had been discussed some months earlier and was irritated that no forward progress had been made. He expressed his viewpoint that he could not believe so much attention had been paid to the new construction project and a replacement slide solution could not be resolved. This is especially true based on how much longer the existing playground equipment will still be in place before construction. Gary responded that city discussions were held, but stopped once the only solution became custom fabrication. Richard asked if Doug Steele could meet with the board at the August meeting. Gary mentioned that Doug has attended in the past. Richard responded that in his forty months on the board, Doug Steele has never attended a board meeting to his recollection. Gary will follow up and report back.

Stan made mention of seeking further clarity on what can be accomplished. Example: Basketball backboards which need adjustment. Can things be fixed or not, and when?



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In the course of the conversation, Gary revealed that the city has a work order system, but he does not have access to it even for monitoring purposes. He is working on gaining access.

Bob Carrier raised an idea to address park maintenance issues. Could the Recreation Department's special revenue funds be used to address needs? For example, could the basketball revenue funds generated by indoor leagues, etc. be 'tied/used' to similar needs such as the warped park outdoor backboard? "Put the money in the sport." Krista Trefethen did not offer comment on that proposal.

Follow-up on Hancock park basketball court paint/stripping: \$448. Gary has not requested the work order via Community Services. Gary will submit.

Krista: Garrison Fitness Trail paperwork/contract in progress with the contractor. No firm date yet.

ADJOURN

Stan motioned, Kathy Morrison seconded. Motion passed.
Adjourned at 8:22pm

Respectfully,
Richard Johnson