



**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, November 11, 2013  
Meeting Time: **7:00pm**

**DRAFT**

**CALL TO ORDER:** The meeting was called to order by Joe Tenuta at 7:00pm.

### **ROLL CALL**

Recreation Director: Gary Bannon

Assistant Recreation Director: Krista Trefethen

#### **Recreation Board members in attendance:**

Joe Tenuta

Norm Fracassa (arrived at 7:08pm)

Stanley Kaubris

Scott Kelley

Richard Johnson (arrived at 7:05pm)

Kathy Morrison

Jerry Newcomb

City Council Liaison: Bob Carrier

#### **Recreation Board members not in attendance:**

Ronan O'Doherty (Alternate member)

Richard Thorpe (Alternate member)

Jon Towle

**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 October 14, 2013.

Scott Kelley motioned to accept. Seconded by Stan Kaubris. Motion passed unanimously.

### **CITIZENS' FORUM:**

None.

### **REPORTS**

#### **A) ADVISORY BOARD:**

Jerry Newcomb reported on Alden Woods/Sullivan Drive parks. In great shape.

Gary Bannon advised that the replacement slide for Henry Law Park arrived. Needs to be installed.



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Long Hill Park replacement slides (2) are en route. Originals were vandalized. Insurance covering cost.

Long Hill backboards being fixed, as reported last month.

Doug Steele has issued instructions to get things fixed.

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

Gary Bannon advised that the budget process is under way. Gary is starting to assemble the budget. Submission due to Finance Department by second week of January.

Maglaras Park: Jenny Thompson Aquatics Center Group. Quote for core drilling was higher than expected. They are shopping around for other quotes.

Gundalow Proposal: On hold. Timing not working. City wants more time to think this through. Thinking about spring.

Shakespeare in the Park group wants to perform next summer at Garrison Hill. Mid-July. Performance every evening. Lawn behind tower. Good acoustics with water tower. Working with Doctor's Park for parking. Putting details together. This is the same organization as the Mill Theater group.

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

- 1) Senior Center is good.
- 2) Senior Center coordinator departed on October 26, 2013.
- 3) Plastic Canvas Class (art/crafts) occurring at Center.
- 4) McConnell kitchen will be eventually offering cooking classes. Surveying seniors to determine their preferences.
- 5) Selling Senior Center Christmas Party tickets.
- 6) Basketball signups ongoing. Doing better with earlier signups.
- 7) Basketball grades 5/6 start the weekend of November 23. Grade 7/8 start on November 23. Little Shots start on December 7.
- 8) Backboard near the gym stage was fixed on November 6. Moves much better. Goes all the way up now. Helps with use of stage.
- 9) Mats on walls in gym were replaced with two inch pads.
- 10) Stage safety mats arrived, but were wrong size. Correct pads arriving in one to two weeks.
- 11) Butterfield Gym scoreboard also getting fixed.



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12) Dover Rotary will be holding 'SANTA CALLING'. Forms coming. Will most likely occur on December 16.

### **Old Business**

#### **Garrison Hill**

Gary walked the hill with the University of New Hampshire Forestry Department representative. Recommendation for thinning and other services. Spring Project for students. Laying out trails (Scott Kelley's plan). They want to use other UNH resources (i.e., soil sampling).

Example issue: What species should be propagated. What invasive species should be removed. Cut out some of the canopy trees, etc. Comprehensive proposal, in steps.

Getting ready for winter. Cut back brush (Strafford County Work Program), hay bales, snow fence.

Saint Thomas Aquinas student volunteering to create snow jumps. Scott Kelley asked for his name, to assist.

#### **Indoor Pool Roof Project:**

Gary: One bid came in \$40K too low. It took three weeks to sort out bid issue. Lost a month. Adhered roof requires temperature range.

Now: Putting out to bid again in Spring 2014.

#### **Henry Law Plaza Project:**

Brick work this week.

Granite work mostly complete

Electrical rewiring almost finished (Martineau Electric).

Nearby pole broke. PSNH replaced the pole. Two legacy breaker boxes were on original pole (this is not allowed today)

One breaker replaced for park

One breaker for lower square lights. Completion date is TBD. If this breaker is not replaced, then lower square Christmas lights are at risk.

#### **Climate Change Program:**

Recap of program meeting session on October 17, 2013.

Joe got to meet Martha Kaubris.

Joe felt the forum was 'different' and 'interesting'.

Stan felt it was eye-opening. Role playing exercises.

Example: 100 year floods now happening. Now every ten years.



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A large number of University of New Hampshire students attended.

Two working groups came up with closely aligned ideas/recommendations. Proctored by MIT team. MIT appreciated our sponsorship of the evening.

Other similar sessions will be ongoing through November, sponsored by other boards, committees, etc.

### **NEW BUSINESS**

City Christmas tree

Donated by Johnson Family

Twenty-three feet tall

Will be moved November 18, 2013

Ceremony on December 6, 2013

No Talking Tree this year.

Norm asked about lights.

Gary responded that new lights are LED.

Old lights from Rotary were in tough shape.

Norm mentioned comments from Lighting Committee. 50/50 opinion on type of lights.

Bob Carrier advised that LED lights will carry the day, due to cost.

Norm added that new types of lights have a warmer glow than prior LED lights.

Norm asked about 1) accountability in taking lights down and 2) consistency in lights.

Bob responded with the names: Mike Joyal (City Manager), Doug Steele (Community Services), Pam Simpson and Paula Forbes (civic leaders).

Bob also volunteered that Chinburg Properties might be lighting the bridge. Logistical issues being investigated.

### **March, 2014 Heyliger Awards Ceremony:**

Gary: We need to pin down a date. March 25, 2014 to March, 27, 2014?

Joe: Stay with Thursday evening (March 27).

Stan asked if we could leverage the banquet to get more fundraising.

Example: Funds for park maintenance.

Sponsor a park?

Put out feelers after January 1, 2014?



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“Raise some serious money”

Gary: Concern over money for banquet costs, first. He wants to ensure we are not soliciting the same groups twice.

Gary: Leverage the Friends of Dover Recreation, Inc. to drive an annual fundraising event.

Example: Golf Tournament.

Joe also prefers keeping Heyliger Awards ceremony fundraising and other fundraising separate.

Gary: Good idea to use Heyliger donors and potential donors for more money (later).

Bob discussed the genesis of the donor list currently in use.

Bob advised that fundraising for specific things generates better results.

Stan: Let’s start working on the donor list sooner.

The group discussed pros and cons of visiting face-to-face, versus correspondence fund raising.

Gary advised that he sends out an advance letter to all prior-year donors.

Jerry stated that a phone call and email with attachment worked well for him.

Norm recommended that businesses which have not donated in three years be purged from the list. Also add new businesses to the list.

Norm also asked if the Heyliger Ceremony is open to spouses.

Joe: Never a restriction on attendees.

Bob: Just throw some money in to cover your meal.

Gary: Attendance has crept down. Has ranged between 75 and 95 over past few years.

Moose Hall has capacity for 160. It is an RSVP event.

Joe: Keep that idea, as we get closer to March.

### **Other items:**

Bob Carrier asked about 2014 version of Dancing with The Dover Stars.

Krista: March, 2014 is best month. Concern over conflicts with schedules.

Youth athletic leagues’ Presidents Meeting: Will probably be accelerated to mid-January.

Kathy mentioned the 2013 Veterans’ Day event: Boy Scouts, Dover High School Band and Color Guard. Big turnout. One hour event.

### **ADJOURN**

Kathy Morrison motioned, Stan Kaubris seconded. Motion passed.

Adjourned at 8:05pm

Respectfully,  
Richard Johnson