



**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, March 10, 2014  
Meeting Time: **7:00pm**

**DRAFT**

**CALL TO ORDER:** The meeting was called to order by Joe Tenuta at 7:05 pm.

### **ROLL CALL**

Recreation Director: Gary Bannon

Assistant Recreation Director: Krista Trefethen

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

Joe Tenuta

Norm Fracassa

Stanley Kaubris

Richard Johnson

Jerry Newcomb

Jon Towle

City Council Liaison: John O'Connor

Wayne Boucher

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

Ronan O'Doherty (Alternate member)

Kathy Morrison

Scott Kelley

### **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:**

The minutes of February 10, 2014 and a special awards-related meeting of February 17, 2014 were reviewed. Norm Fracassa motioned approval. Jon Towle seconded. Passed unanimously.

### **CITIZENS' FORUM:**

None.



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### REPORTS

A) Norm Fracassa visited the Long Hill Dog Park this past weekend. Owners are not cleaning up after their dogs. Same situation at Park Street. Is it because it's cold? There is a lot of ice and mud on the Long Hill pathway. Could this be converted to an improved four-foot-wide path. Jon Towle added that water refreezes on the path.

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

Garrison Hill Grant Application: Gary reported that Scott Kelley delivered a state-related Trail Grant Funding application timely in December, 2013 to Gary's office. The application submission was due on March 7, 2014. Gary did not submit the application at this time. Gary needs the snow on Garrison Hill to be gone, to allow for a correct calculation of space/square footage estimates for the application.

The application also needed a sign-off by The Natural Heritage Bureau (part of New Hampshire state government). There was a submission to them via the internet, but the sign-off request came back with an unspecified 'issue'.

Gary advised that he was busy with the budget (due mid-January, 2014), and needs to find out what the Natural Heritage Bureau 'issue' was. Gary takes responsibility for this application not getting done at this time. Gary contacted Scott Kelley, and advised him of status. Gary has done grant applications in the past, but he had a team to help with gathering the many details needed.

This application needs several weeks of time, to assemble information. Gary is looking in to a possible summer intern, to assist. Gary feels he needs to do his homework on this issue to deliver credible numbers in a grant application.

Grant request would have been for maximum allowable amount ( \$30,000 ). This money would have been used to hire a few summer employees to construct trails.

Budget: Very active right now (all department). 1.9% tax cap limitation.



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

- 1) Basketball wrapping up. Consistent winter snow storms were challenging. Grade 5/6 girls and boys still active.
- 2) Coyote Club: Second session started today. First session went great. Lean-to were built by the campers.
- 3) Putting up historical Dover High School panoramic class photos in McConnell Center, Room 236. Seeking donations of photos. Possibly list request in Foster's Daily Democrat. Earliest possible photo is Dover High School Class of 1908.
- 4) Linda Jarvis has returned as the part-time Senior Center Coordinator.
- 5) Spanish and German classes ongoing in Senior Center.
- 6) Travelers going to Costa Rica ( 6 ) and Daytona Beach ( 15 ).

### **Old Business**

#### **Awards Ceremony**

Invitations went out last week. Plaques ordered.

Gary will coordinate with The Moose.

Jon Towle never received his fund raising package. Joe Tenuta will deliver it to him.

The Elks responded that they could not donate this year.

### **NEW BUSINESS**

Parks and assignments:

Specific parks were reviewed and reassigned, based on new membership.

Members are responsible to tour the parks and report back on condition (one to two times a month). Speak to facility users, to gain community input.

Stan Kaubris asked about focusing on downtown parks for Dover Pride Clean Up Day ( May 10, 2014 ). Gary and Norm volunteered that the Community Services Department coordinates closely with Dover Main Street, Inc.

Board member contact information was handed around the table, for any necessary updates.

Fourth of July: The Dover Chamber of Commerce/Cochecho Arts Festival is handing responsibility back to the City of Dover. The Cochecho Arts Festival has handled this for the past four years, but it sapped their time and energy. They communicated transition with Gary in the Fall of 2013.



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Main issue: Cost. Gary is going back to the basics. Example: Free U.S. Army band. Liberty Mutual has committed \$5,000 towards fundraising. Another \$5,000 is needed. Gary needs to use the Friends of Dover Recreation, Inc. to use as a conduit for donations. Gary will submit available budget to fireworks vendors. Vendors will then respond with menu of offered services and timing. Gary is working on improving the view, and launching site for fireworks. Recent state law change: No angling of shell trajectories. Atlas Fireworks are the biggest of the fireworks vendors.

### **Other items:**

None

### **ADJOURN**

Stan Kaubris motioned. Norm Fracassa seconded. Motion passed unanimously.  
Adjourned at 7:56pm

Respectfully,  
Richard Johnson