



CITY OF DOVER

POOL ADVISORY COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: Indoor Pool, Meeting Room, Henry Law Ave, Dover, NH
Meeting Date: Monday, September 16, 2019
Meeting Time: 7:00pm

Call to Order: Meeting began at 7:00.

Roll Call:

Representatives Present: Jess Bonello, Pat Campbell, Casandra Lanton, Tim Paiva, Suzanne Petersen (citizen volunteer), David Tompkins

City Personnel Present: Gary Bannon, Kelsey Boese

Members with Excused Absences: Susan Ball, Christophe Cloitre

Members Absent: Matt Keane, Zach Schmidt

Approval of Agenda:

Jess Bonello made a motion to approve the agenda as presented. Pat Campbell seconded. Motion was approved unanimously.

Approval of Minutes from July 15, 2019:

Tim Paiva made a motion to approve the minutes as presented. Pat Campbell seconded. Minutes were approved unanimously.

Reports:

Gary:

- After 21 years of service, Mick Arsenaault resigned effective September 13. Per Mick's request, no farewell party will be held.
- The indoor pool is currently short-staffed. Kelsey Boese will act as Interim Aquatics Facilities Manager. Fall swim lessons have been postponed until staffing can be beefed up.
- The outdoor pool is being readied for winter.
- The two-week closure at the indoor pool enabled 90% of needed maintenance work to be completed.
- Gary and Kelsey are catching up with year-end administrative duties.
- A request for capital budget funding will be made in October to revamp the garage doors to allow natural light into the indoor pool.
- Suzanne Medbery has resigned from the advisory committee.

Kelsey:

- Life-guard staff is adequate right now, but if one person calls in sick, a replacement might not be available. Recruitment of new staff is on-going.
- The fall schedule has been modified to accommodate rec swim from 2:30 to 4:00 on weekends, reflecting the postponement of swim lessons.

Finance and Budget:

FY2019 closed pretty much on target and with little difference from FY2018.



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Long-range Planning:

The storage shed replacement project at the outdoor pool has experienced another delay. We will try to follow up on where it was left off last spring

Old Business:

Recreation Master Plan Process Update:

- Tim Paiva and Pat Campbell volunteered to participate last month. Gary will make sure the committee has their contact information. Gary recommended looking beyond facilities.
- A recommendation was made to program more social activities, in addition to competitive swim teams, at the pool.
- What can we learn from other cities or countries to facilitate a more inviting, inclusive pool community?

New Business:

Pool Schedule Advertising: Communications

- Several complaints were received from patrons over the summer regarding changes to the schedule without sufficient notice. Several process improvements were suggested and will be explored:
- Posting notices inside and out at both pools
- Creating an email list for membership card holders to alert them of schedule changes, delays, events, etc.
- Collecting email addresses from all new members and program participants
- To facilitate communications from the public to management, keeping a clipboard at the desk was recommended so that problems can be tracked and repairs or responses noted. Patrons should be encouraged to report facility problems to the desk, not the lifeguard.

Fall Programming Changes:

Discussed above in Kelsey's report

Other Business:

Apple Harvest Day:

- The pool will be closed for the day due to lack of access to the parking lot and congestion downtown.
- The recreation department will have its booth on Central Avenue. There will not be a separate pool booth.
- The rec booth will include a solicitation for comments regarding the recreation master plan revision.



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Ramp Anti-Slip Mat:

A gray mat has been ordered and should arrive soon. The wait-time for a blue mat was over 6 weeks.

Closure Issues at the Outdoor Pool:

Tim Paiva noted that starting blocks are still up and need to be taken in for the winter. Once the blocks are inside, the time boards also need to be put inside. Tim will arrange a time with Gary or Kelsey to gain access to the outdoor pool.

Front Desk Staffing:

Some comments were made about how staff member's cover the desk duties and not congregating on the pool deck. Patrons enter the building or call need to have someone available to conduct business. Strategies related to staff training and follow up are underway.

Next Meeting: November 18

Adjournment:

Tim Paiva made a motion to adjourn. Casandra Lanton seconded. Meeting was adjourned at 7:37.