

July 10, 2018

Parks and Recreation Advisory Committee Minutes

Present: Deb Maille, Casslyn Cook, Jessica Perkins

Casslyn Cook called the meeting to order at 6:06pm at the Tamworth Meeting House.

First on the agenda was a review of the prior meetings minutes. Casslyn made a motion to accept the meetings, it was seconded by Jessica Perkins and all agreed.

Casslyn stated that it had now been 13 days with no answers from Parker Roberts to the questions presented to him. It was discussed how to proceed to get the answers to the questions.

At 6:16 Parker Roberts arrived. He stated he had most of the questions answered that the committee had presented to him. He stated it was a stressful and busy time of the year to have to come up with all the information. Parker presented the committee with a packet of information and answers to the questions.

It was asked what participants did on days when there were no trips scheduled. Parker indicated that the participants utilize the playgrounds, courts and have snack time. He stated he has 2 Full Time employees and 4-part time employees and that all are CPR and First Aid certified as well as the fact that they have a lock down policy in play as well.

It was asked what the policy was if anything happened to Parker while on a trip. He stated there is a policy in place for that as well for a chain of command.

Deb asked if Parker ever did crafts as many of his programs are more sports based. He stated he had in the past but they were not well received and not always cost effective as he would need to find someone willing to do it.

Parker went on to state that it is easier being the Athletic Director in conjunction with Parks and Rec director because it makes schedule rec and school programs together much easier and easier to work around gym schedules.

Casslyn asked what would happen if someone got hurt at the 4th of July and decided to sue, what insurances would cover that?

Parker stated that everyone would be sued at that point, pointing out a case in Conway.

It was asked of Parker if there was a list of organizations that rented the fields and he stated that the Mount Washington Valley Softball Classic was the only ones to rent the field. Parker stated they started paying this year, they are an ASA team so they are covered under the ASA for insurance as well as the event brings a lot of business to the Valley. When asked if they are in charge of cleaning up the fields, Parker stated it is "Carry in/ Carry out" and they do clean up after themselves.

Deb asked Parker if the school contributed at all to the Parks and Rec programs. Parker responded that the school gives him a list of children who may need financial assistance. He stated also that the summer program is pay as you go if needed, that parents do not need to pay all at once.

The committee asked how Parker kept track of who pays and who hasn't paid. He stated he does it old fashioned and writes it down. He offers receipts and then turns all payments into the town office. He stated he has a credit card for purchasing items for programs as well as paying for trips.

When Parker was asked by the committee if he had ever thought of having an assistance he stated it may be possible that he could use one based on everyone's need for information and wants. He stated he was currently working with the Capital Improvement Fund to work on irrigation for the fields, as well as busy with summer programs.

Parker stated in general he works 40-hour work weeks, but that March tends to be much slower and the summer months much busier. Casslyn confirmed she had time sheets and would make copies of them for the committee.

It was suggested that Adult programs may need to be posted in more areas to help garner more interest in them.

The committee moved onto reviewing information from the Ossipee Parks and Rec department as well as Bartlett and Sandwich regarding programs offered and how the departments are run.

Casslyn presented an overview of questions for a survey, as well as a template for a survey. When asked where the questions came from, Casslyn stated from the Tamworth exchange as well as other various sources and had been tailored to the needs for the committee. It was stated that the survey should also have a spot for individual comments as well.

The committee discussed the fact that the Parks and Rec page on Facebook could use more frequent updating to help boost attendance to events and to provide more information on current and future programs. It was also discussed that there should be more signage for events. The topic of a possible assistant for Parker was again discussed and it was stated that an assistant could help apply for grants that would possibly help offset any cost associated with hiring an assistant.

Moving to the next item on the agenda, Casslyn stated she had information on time sheets from the Town Administrator and would print them out. She stated that she would ask Darlene for more detailed reports on up to date revenue, especially for day trips through the Park and Rec. Then once that information was received the committee could review the revenue and expenditures as well as the information provided from Parker to see if we would have any further questions for Parker as well as considering possible ways to fundraise as well.

The next meeting was scheduled for July 24, 2018 at 6pm at the Meeting House.

The meeting was adjourned at 8:06pm.