

**Merrimack Parks and Recreation Meeting Minutes**  
**Wednesday, 09.17.14**  
**Town Hall Memorial Conference Room**  
**7:00pm**

Attendees: Chris Christensen, Laura Jaynes, Dan Ricker, Christine Lavoie, Shannon Barnes (arrived at 7:47pm) and Michelle Cushman

Parks and Recreation Director: Matt Casparius

Absent: Jackie Flood, Dan Dwyer and Michelle Walters-Byrne – MYA Representative

Excused Absent:

Dog Park Sub Committee: Garry Murphy

Public: Chris Mergemekes and Nat Fairbanks

Start time: 7:04pm

1 – Open Meeting/Introduction

2 – Approval of August 20th, 2014 minutes

- Laura Jaynes made the motion to accept the August Meeting Minutes
- Chris Christensen requested two amendments: under dog park section it's K9 County and dog leash
- Christine Lavoie 2<sup>nd</sup> the motion as amended
- 5-0-0 to accept minutes

3 – New Business

a. Dog Park Subcommittee

1. Request for use of Funds

- Matt Casparius reported no new funds from August
- Matt Casparius reported T-shirt money was collected \$482.88
- Garry Murphy reported that the Town Council denied money for mass mailing project
- Town Council did approve the use of the funds raised so far for future fundraising events
- Dog Park Subcommittee is asking for \$1600 for LTD Company
  - Create hit list of potential donors
  - Create campaign vision
  - Potential donors would receive all material that is created
  - Normal fee is \$3200 but is donating half to the dog park and charging \$1600. Half up front (\$800) half on completion which is for all professional services
- Chris Christensen asked what other money would be needed for other materials or other functions, like the Business Expo
  - Volunteers will be used to save money for the cost of the Expo and the group will into other money needed
- If anyone would like to bake for the bake sale please contact Christine Lavoie
- Christine Lavoie made the motion to ask for \$1600 to hire LTD Corporation, \$800 for initial fee and \$800 for completion

- Laura Jaynes 2<sup>nd</sup> the motion
- 5-0-0

## 2. Review of Proposed Rules & Regulations

- Chris Christensen asked what the supervision of the dogs would be – how many dogs per person per area
- Chris Christensen asked about not allowing children in the dog park or what age should be allowed
- Chris Christensen asked why we need to list the dog having its rabies shot when that is mandatory per the state
- Matt Casparius said there is a duplicate rule
- Matt Casparius said should be town shall not be responsible – the word not is missing
- Laura Jaynes thanked Garry Murphy and Christine Lavoie for their help on the subcommittee
- Christine Lavoie said the subcommittee is working on sponsorship ideas
- Garry Murphy showed the temperature thermometer to show how much money has been raised and needs to be raised

### b. Presentation on proposed Disc Golf Course at Wasserman Park

- Presentation by Chris Mergemekes and Nat Fairbanks
- Disk golf is a passive recreational activity that adheres to the same rules, scoring an etiquette as traditional golf
- There are 3 other courses in Pelham, Newport and Manchester NH (Manchester is under construction right now)
- The proposal is for an 18 hole disk golf course at Wasserman Park
- Cost is approximately \$13,670 and would like to have money raised through the following ideas:
  - Fund raising efforts – voluntary private donations, online and a donation pole on site
  - Hole sponsorships
  - NEFA Grant - \$1500
- Asking Parks and Rec Committee for permission to continue looking into this request
- Asking for as much land as possible for the course
- Chris Christensen asked about course management for requesting the course
- Shannon Barnes made the motion to give Chris Mergemekes and Nat Fairbanks the Parks and Rec Committee endorsement to support the continuation of the possible disk golf course at Wasserman Park
- Laura Jaynes 2<sup>nd</sup> the motion
- 6-0-0

### c. Discussion on proposed improvements to Wasserman Park - Matt Casparius

- Ideas were submitted to Eileen Cabanel and Paul Micali regarding improvements to Wasserman Park and asked for \$55,000 for those improvements
- Phase 1:
  - Theatre roof
  - Function Hall
  - Reviewed the area for a possible new gravel, not paved parking lot and road in and out of the park
  - Arts & Crafts Building
  - Cabins – repair some, take down #13

- Install ramp to the office
    - Path from visitors parking lot to the football field
    - Painting
  - Phase 2:
    - Wasserman House
    - Area where first aid is located
    - Cabin #15
    - MYA storage building
  - Phase 3:
    - Erosion at beach
  - Phase 4:
    - Function Hall – heating and sprinkler system
  - Chris Christensen suggested a 3 or 4 year savings plan for the Function Hall repairs and the erosion is very high on his list
    - Matt Casparius is going to talk to the state about what other options there are for the erosion
  - Laura Jaynes and David Quimby would volunteer to look into grant options for erosion through the NH Lake Association
  - Next step is what the Town Council comes back with for money and then reevaluate which items can be completed
- d. Discussion on FY2016 Budget - Matt Casparius
- Budget instructions have not been given yet and should be given in October
  - Open items for budget discussion
    - Life guard on the weekends
    - Revolving fund
    - Possible increase in the pay scale for the staff because it's less than other surrounding places and would be asking for \$7000 extra to increase the pay scale
    - Possible increase in the maintenance staff
    - Most budget items would be level funded

#### 4 – Old Business

- a. Discussion on updating Parks & Recreation Committee By-Laws
- Chris Christensen and Matt Casparius went to the Town Council in August and discussion items were:
    - What should the actual numbers be for how many people make a quorum?
    - Who do the club representatives represent?
      - Need to go back and look at the charter to see what updates need to be made and need to be done by January 2015
      - Maybe make these clubs adhoc and then make the number of people that make up the committee and a quorum
      - Shannon Barnes said the School Board should be mandatory, not optional
    - By-Law Sub Committee's action items are to review the charter and by-laws and make any updates needed for the October Parks and Rec Committee meeting to review again

#### 5 – Director's Report - Matt Casparius

- a. Update on Fall Programs & Events

- Town's Business Expo is next week and Matt Casparius and Kelly Valluzzi will have a booth there
- 10.02.14 – Blood Drive at Wasserman Park from 2-7pm
- First Walking Tour of Wasserman Park was held and 2<sup>nd</sup> tour has been scheduled and people have signed up for it
- Halloween Event – 10.24.14 from 5-8pm and volunteers are needed
- Movie Night following the Halloween Event – will be 30<sup>th</sup> anniversary of the movie The Ghostbusters
- Matt Casparius does not have the location of his office yet
- Possible events:
  - Summer Camp Fair
  - Job Fair in February
- 12.06.14 – Tree Lighting Event
- 12.07.14 – Rain date for Tree Lighting

#### 6 – Sub-Committee Updates

- a. Senior Citizens Club – no representative
- b. MYA - Michelle Walters-Byrne absent
- c. Town Council –Dan Dwyer absent
- d. School Board - Shannon Barnes
  - Joint meeting of Town Council and School Board will be on 09.29 and O’Gara is on the agenda
  - Shannon Barnes told the School Planning and Building Committee to talk to Matt Casparius regarding HS football/track as a Turf Fields
- e. High School Representative - no representative
  - Chris Christensen asked if Kelly Valluzzi could ask the Student Council for a possible student for the representative

#### 7 – Comments from the Public was nothing

#### 8 – Comments from the Committee – was nothing

#### 9 – Upcoming Meeting Dates:

- 10.15.14
- 11.19.14
- 12.10.14

#### 10 – Adjourn at 8:37pm

- Shannon Barnes made the motion to adjourn at 8:37pm
- Christine Lavoie 2<sup>nd</sup> the motion

- 6-0-0

Respectfully submitted,  
Michelle Cushman