

HILLSBOROUGH PARKS BOARD

October 7, 2014

Hillsborough Town Office

Approved Minutes

Present: Members: James Bailey, III, Chair; Allan Kingsbury, Vice Chair; Don Decowski, Dave Fullerton, Doris E. Beane (Deering ex-officio)

John Segedy, Recording Secretary and Alternate; Peter Brigham, Youth Services and Recreation Director:

Chair Bailey called the Hillsborough Park Board (HPB) meeting to order at 7:39 pm.

John Segedy explained that since he would be taking minutes, he would prefer to only be appointed to vote as an alternate if needed.

MINUTES

1. September 2, 2014

A couple of name spellings were corrected.

Allan Kingsbury moved: To approve the minutes of September 2, 2014 as amended. Don Decowski seconded. Motion passed 4-0.

CORRESPONDENCE

1. Town of Hillsborough – Volunteer and Employee Barbecue is October 19, 2014. RSVP by October 10, 2014.

2. Glen Winter – Certificate of Insurance for 8x8 soccer team.

3. Laura Buono – Dave Fullerton presented a list of concerns from Laura Buono regarding Summer Program:

I. Summer Program Director Job Description. Need to have it so that we can advertise for the position.

II. Set up an interview committee. Peter Brigham should be part of that committee. Per the discussion at the Selectmen's Meeting, have the committee send forward three candidates. Selectmen are the authority to hire all employees and as with all departments, new employees should be brought before the Selectmen (including summer help unless they authorize someone else to hire).

III. Laptop computer – should be returned to the Selectmen's Office until a new Summer Director is hired.

IV. Participant files – Children who have participated in the program. The records should be kept in a town building.

V. Job applications for anyone who has NOT been hired (required to keep them on file per RSA 33-A:3-a for the current year plus 3 years prior).

VI. Inventory of supplies and equipment that are for the summer program.

Jim Bailey said he was waiting to hear back from Cathy Bennett regarding the job description. The Board discussed time to do so.

Dave Fullerton said he didn't want to wait to long as it had been indicated that it would be hard for someone new to come in and get the program running if they wait.

Jim Bailey said he would gather the requested paperwork and bring it to Laura Buono and also talk to her regarding the Job Description.

NEW BUSINESS

1. **Budget** – Jim Bailey passed out budget sheets to work on 2015 budget. He asked John Segedy to send the membership list to Laura Lee Lomonaco so that she could send members monthly expenditure reports.

During discussion of the budget, plumbing was discussed.

Don Decowski asked if the toilets were kept open in the winter.

Jim Bailey said no, they usually shut the water off around the end of October.

Jim Bailey brought up the need to replace or repair the bathroom at Grimes Field. The existing one being in disrepair.

Dave Fullerton asked about sewer hookups.

Jim Bailey said there is a manhole near the cemetery.

Peter Brigham asked if there were cost estimates for a new bathroom building.

Jim Bailey said no.

Peter asked if \$50,000 would be a good guess.

Jim Bailey said that would probably cover it.

Peter Brigham suggested a warrant article, perhaps using trust fund money. There was extensive discussion of trust funds. Consensus of the Board was that the Manahan trust money should be used for projects at Manahan Park as intended but that if there were other trust funds that had money available that would be good.

Peter Brigham offered to collect information on costs for a bathroom building and on any possible trust fund money that might be available.

Allan Kingsbury moved: *To have Peter Brigham investigate the costs, funding and preparation of a warrant article for a new bathroom building at Grimes Field.*

Don Decowski seconded. Motion passed 4-0.

Discussion of the Budget continued.

Dave Fullerton asked about the Manahan Maintenance (Line 650).

Jim Bailey said that some of the Maintenance line should be in that line.

Allan Kingsbury said that request had been made in the past and he thought that at one point the costs had been separated..

Jim Bailey said he would speak with Laura Buono and or Laura Lee Lomonoco about this.

There was discussion about improvements needed at Manahan.

Allan Kingsbury said that they should get a list of payouts from the trust as well as what was available to work with. He noted that there were a lot of things that could be done.

Jim Bailey said that there was a plan done in 1985 that included fields, the pavilion, etc. He noted that even the roads could be improved.

There was discussion of accessing the funds from the Board of Trustees.

Peter Brigham said they need to get procedures clear.

Doris Beane said that it sounds like the Board will need to follow through to make sure things get done.

2. Manahan Retaining Wall

Jim Bailey informed the Board that he had received a bid from Henniker Crushed Stone for \$9,925.00 to do the work that included tree removal, excavation and installation of 125' of retaining wall. He said they were waiting to hear back from Henniker Aggregates regarding a possible second bid. Allan Kingsbury expressed concern about the work getting done.

Allan Kingsbury moved: *That Jim Bailey submit the best bid to the Selectboard for approval at their next meeting (Tuesday – 10/14).* Don Decowski seconded. Motion passed 4-0

1. Budget (continued)

Jim Bailey said he thought he should submit the budget with the same figures as the current year. Consensus of the Board was in agreement.

OTHER BUSINESS

1. Horseshoes

Peter Brigham said he had a call from a citizen regarding donating Horseshoes and posts to the town. Consensus of the Board was yes they would accept them.

2. Dugouts

Allan Kingsbury reported thy the HYAA was looking into dugouts at Grimes Field and is investigating them through grants or fund raising. He said they may be coming to the board with a proposal in the near future.

ADJOURNMENT

Jim Bailey moved: *To adjourn.*

Allan Kingsbury seconded. Motion passed 4-0 at 9:18 pm.

Respectfully Submitted:

John P. Segedy
Recording Secretary
Approved November 4, 2014