

**Sterling Recreation Committee  
Meeting Minutes  
Tuesday February 26, 2019**

*Meeting officially called to order at 7:00pm*

**Present:** Jo-Ann Cummings, Heidi Grady, Bonnie Pulda, Glenn Donaldson, Andy Parker, Deidre Shapiro, Mark Hryniewicz

Kristen Dietel (Recreation Director)

Shari Gonsorcik (Recreation Assistant)

**NEW BUSINESS**

**Fields 2019**

- Selectman Maureen Cranson in attendance to discuss plans for the Town playing fields for 2019
- DPW has line item for \$12,500 to cover maintenance at ALL parks in town (not just fields)
  - Maureen spoke with DPW Superintendent to ask if that was enough \$ to cover everything, he said no
- Recreation Comm contributes funds generated from fees collected from sports organizations – still not enough
- Suggestion was made that we include an article for FY20 that would cover subcontracting of field maintenance beyond mowing and trimming
- Rec Director will contact former vendor to get an estimate of what yearly cost would be
- May need to do Reserve Fund Transfer to mitigate issues that have arisen out of last fall

**Minutes from 12-17-18 meeting**

- Heidi made a motion to accept the minutes, Bonnie 2<sup>nd</sup> – all in favor

**Minutes from 1-3-19 meeting**

- Heidi made a motion to accept the minutes, Glenn 2<sup>nd</sup> – all in favor

**Finance Report**

- Heidi made a motion to accept the Finance Report, Glenn 2<sup>nd</sup> – all in favor

**Payroll & Warrant**

- Signed

**Tennis Court Rehab**

- Chuck Plaisted & Tim Regan presented on project thus far; joined by Veronica Buckley (COA Director) and Pam Dell
- RFP went out with the help of procurement officer, did a pre-bid meeting with several contractors
  - 3 bids came in: 1 unresponsive, 1 @ \$150,000 and 1 @ \$119,000
  - Chuck checked references on Vermont Recreational Tennis Surfacing (lowest bidder) – positive feedback
- BOS awarded VRTS contract, pending TM vote
- Rehab Comm met with Conservation Commission – discussed projects proximity to water source – Rehab Comm exploring hiring company to flag wetlands and mitigate
- Rehab Comm is applying for PARC Grant
- Total estimated cost of project is \$132,343
- Project has been submitted as a capital request
- Rec Comm asked about maintenance plan
  - Rehab Comm expecting DPW to remove and reinstall nets yearly, clean-off leaves
  - Patching 5-7 years
  - Resurfacing 7+ years
  - Believe expenses should be built in to DPW budget
  - Rec Comm asked if Rehab Comm had spoken to DPW, they personally have not
- Rec Comm raised concerns about drainage
  - DPW Superintendent dug down and found “drinking” fill which means good drainage. There is a drainage swale present
- Next step is meeting with Fin Comm on Saturday March 2, 2019 – Rec Comm will send reps and Rec Director
- Jo-Ann made a motion to write a letter in support of the rehab project, Mark 2<sup>nd</sup> – all in favor

- Heidi made a motion to purchase nets for the upcoming season, Andy 2<sup>nd</sup> – all in favor
- Bonnie made a suggestion that we explain that this is a citizen's request via the Rec Comm

### **FY20 Budget**

- Rec Director explained budget for FY20, highlighting the increase in wages for part-time help, as minimum wage has risen
- Rec Committee reviewed program breakdown
- Heidi made a motion to approve the FY20 budget as it was submitted, Bonnie 2<sup>nd</sup> – all in favor

### **Annual Report**

- Rec Committee reviewed the 2018 Annual Report submission. Heidi made spelling and grammar suggestions.
- Mark made a motion to submit the Annual Report after making changes, Andy 2<sup>nd</sup> – all in favor

### **Village Green Donation**

- Village Green asked for raffle prize donation for their annual

### **Annual Report**

- Rec Committee reviewed the 2018 Annual Report submission. Heidi made spelling and grammar suggestions.
- Mark made a motion to submit the Annual Report after making changes, Andy 2<sup>nd</sup> – all in favor

### **Building & Fields Committee Update**

- Kristen met with this new committee on Monday February 25, 2019
- Their goals are to design fields and Rec building
- Hoping to use property we already own – will meet to walk Griffin Road to see what they could use

### **Master Plan Open House**

- Jo-Ann recommended everyone stop by on April 4, 2019 as our goals are a part of this plan

### **Donation to First Church**

- Kristen explained Music & Movement had been utilizing space at the First Church since July. It would should good faith to give the church a donation for the time we've used.
- Heidi made a motion to give a donation of \$250.00, Mark 2<sup>nd</sup> -- all in favor

### **OLD BUSINESS**

#### **Sterling Rec Basketball**

- Playoffs are March 11-13 -- scheduled will be emailed to Rec Comm. Members need to volunteer to run the table at each game. Kristen will follow-up

### **ANNOUNCEMENTS**

#### **Upcoming Events**

- Road Race is April 6, 2019
- Easter Egg Hunt is April 13, 2019
- Volunteers needed for all

***Meeting adjourned at 9:15pm***