Town of Lee Recreation Commission Meeting Agenda  
Thursday, October 1, 2020  
This meeting will be held remotely using Zoom  
Meeting ID 859 6774 5766 Password 217123  
Telephone Call-In Access 1-646-558-8656  
Instructions for using Zoom can be found at www.leenh.org  

Members of the public are invited to view and/or listen to the meeting; there will not be an opportunity during this meeting for public comment; however, the Chairman may choose to let attendees participate at his discretion.

If you experience problems with access during the meeting please email crossi@leenh.org.

The Recreation Commission reserves the right to make changes to the agenda as deemed necessary during the meeting.

- Call to Order 6:30PM via ZOOM
- Review and approve August 4, 2020 minutes.
- Treasurer's Report
- Old Business
  - 2021 Programs?
  - Disc Golf
- New Business
  - Budget for FY 2022
  - Election of Officers
  - Any other new business
- Adjourn
September 23, 2019

Recreation Budget for FY 2021

Attached is the FY 2021 requested budget for the Parks & Recreation Commission.

The Recreation Commission continues to run and administer 5 very successful activities within our limited funding. The Easter Egg Hunt and Fishing Derby, a long time town tradition remains very popular. The Model Rocket Day continues to grow in popularity and participation. The Music in the Park program is expanding and continuing to grow in popularity particularly with the introduction of food availability. The Halloween Bash was very well attended last year and is expected to continue to be popular. There has been a very high interest in offering Archery and Pickle Ball at Little River Park and the Commission will be looking into offering it in 2021.

We as a commission are very cognizant of the increasing tax burden in Lee and have worked to be as revenue neutral as possible with regard to past year’s budgets. We are also mindful that the limited resources need better financial balancing between sports programs and non-sports programs. With that in mind, we have reduced the ORYA funding amount to better match and balance the programs funding request. It is also requested that if the ORYA funding should be increased, that the programs funding be equally increased.

With the Music in the Park program, we are seeing an increased need for installing a cement pad for pavilion flooring. The current stone dust floor is creating a problem for the musicians and their equipment. The Recreation Commission will be looking into the cost of the project with funding from our Revolving Account. This account is funded through fees charged for field use and advertising sponsorship.

We also request a Warrant Article to deposit $10,000 into our trust fund so that money will be available in FY 2022 to rebuild the tennis court. Estimated cost is $30,000.

Respectfully submitted,

Larry A Kindberg, Chairman
Parks & Recreation Commission
## FY 2020-2021 Town of Lee Recreation Commission Budget

<table>
<thead>
<tr>
<th>Budget</th>
<th>Annual Amount</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORYA</td>
<td>$10,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Supplies - Port A Pottie</td>
<td>$700.00</td>
<td>$700.00</td>
</tr>
<tr>
<td>Town Fair</td>
<td>$4,000.00</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Electric</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Easter Egg Hunt</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Fishing Derby</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Model Rocket Day</td>
<td>$700.00</td>
<td>$700.00</td>
</tr>
<tr>
<td>Music in the Park</td>
<td>$3,500.00</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>Halloween Bash</td>
<td>$300.00</td>
<td>$300.00</td>
</tr>
<tr>
<td>Archery</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Pickle Ball - One time expense for net</td>
<td>$800.00</td>
<td>$800.00</td>
</tr>
</tbody>
</table>

**Total Expenses**

|               | $25,500.00 | $25,500.00 |

Warrant Article request for $10,000 to deposit to Recreation Trust Fund for Tennis Court Repair/Upgrade
Lee Recreation Commission Zoom Meeting
Minutes of August 4, 2020

Chairman Larry Kindberg calls the meeting to order at 6:35pm. As this meeting was held electronically, Larry Kindberg reads the Right to Know Law checklist:

As Chairman of the Recreation Commission, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu’s Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

*Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #1-646-558-8656 and entering **Meeting ID Meeting ID 848 8694 4305** and **Password 312765** or by entering the same information through: zoom.us

* b) Providing public notice of the necessary information for accessing the meeting;*

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Lee’s website at: leenh.org

* c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*

If anybody has a problem, please email townadministrator@leenh.org.

* d) Adjourning the meeting if the public is unable to access the meeting.*

In the event the public is unable to access the meeting; we will adjourn the meeting and have it rescheduled to another time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let’s start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.
Present and with no one else present in their respective rooms: Larry Kindberg, Camilla Knightly (and her 5-year-old son), Annette Brown, Mike Vardaro (arrived @ 7:00 pm)

Technical Assistance Town Administrator Glover

Attendees: Caren Rossi, Geoff Carlton, Matt Glode (arrived 6:50 p.m.), Josh Cilley, Josh McBride, Ryan O’Quinn

Approval of Minutes: Larry states that they have not met since November. No one seems to think that there are any minutes to approve of.

Bank Balance: Treasurer Annette Brown indicates that there is $7592.36 in the Revolving Account and $5521.66 in the Operational Account. Annette does not have a recent account of expenses paid. Cammy Knightly moves to accept the Treasurer’s report. Larry Kindberg, seconds. Roll call vote. Annette Brown yes. Cammy Knightly yes and Larry Kindberg yes. Motion Approved.

Old Business:
Pickle Ball court done thanks to Steve Bullek and his crew. It’s being used quite a bit. Larry Kindberg thinks that the basketball court is going to get more paint. Since there was money left over in the last Fiscal Year (FY), Larry Kindberg authorized buying a 2nd pickle ball net.

New Business:
New Member: Caren Rossi has applied to become a member of the Rec Commission. Annette Brown moves to accept Caren Rossi as a member. Cammy Knightly, seconds. Roll call vote. Annette Brown yes. Cammy Knightly yes and Larry Kindberg yes. Motion Approved.

Memorandum of Understanding: Larry Kindberg informs the Commission that the Select Board has asked for their input with regards to the next Memorandum of Understanding (MOU). Cammy Knightly has reviewed all the documents. She feels that they spend too much time making sure that Oyster River Youth Association (ORYA) upholds their end of the MOU. She thinks it is time for a change whether it is Maximum Velocity (MV) or the Town that takes over the scheduling and maintenance. Annette Brown disagrees wholeheartedly. She does not think that MV has the capacity to do all the sports that ORYA does. MV cannot offer what ORYA does. Cammy Knightly thinks that the Town should be responsible for scheduling the use of the fields. Larry Kindberg thinks that issue comes down to two competing organizations for the use of the fields in Lee. Over the years we have allowed ORYA to schedule and use the fields. He proposes that the Town do the scheduling for these two organizations and have the Town maintain the fields. The Town should just charge everyone the current rates to use the fields and u that money to maintain the fields. He thinks that ORYA might pay less to do it this way. The funding to ORYA is a separate issue to discuss later. Cammy Knightly fully supports the idea of having the two of them work out their own scheduling and to split the field time 50/50. Annette says that she has letters from people that saying that in general ORYA accept players of all levels of play and MV are more interested in the better players. Annette Brown is not comfortable with dividing this up when ORYA offers so many more programs.
Mike Vardaro joins the meeting and gets caught up on a few issues. He agrees with Larry Kindberg’s idea for the Town to take over.

Caren Rossi states that there is no money budgeted to maintain the fields. If there is no MOU where is the money going to come from? Will the Rec Commission pay for it?

Matt Glode states that they have put money into the fields this year. The most recent treatment application to the fields was last week or the week before.

Larry Kindberg says that they could pay for this year out of the Revolving or Operational budget. Larry states that the money coming in for the use of the fields can be applied to the maintenance of the fields. Caren Rossi adds that it depends how the warrant article was written as to how the money can be spent out of the Revolving Account.

Cammy Knightly moves to charge every organization for field rentals, making the Town responsible for scheduling and field maintenance and splitting the use of LRP 50/50 between ORYA and MV. Mike Vardaro, seconds. Larry Kingberg understands this to mean that he will recommend to the Select Board that all organizations will pay the current field usage, ORYA and MV will split the use of Little River Park every month (15 days each) and neither organization will be responsible for maintenance of the fields unless they cause damage to the fields. TA Glover asks how they should handle other organizations who wish to use the fields. Organizations outside of Lee, Durham and Madbury would have to work it out with ORYA and MV.

Caren Rossi reminds everyone that the Rec Commission needs to have a public posted meeting in order to make a decision. Larry Kindberg disagrees and thinks that members of the Commission can make a decision individually.

Matt Glode asks what the difference between natural wear and damage would be. Larry Kingberg thinks that if your organization is wearing out a spot then you are responsible. Matt Glode asks how that would be determined if ORYA and MV split the use of the field. Larry Kindberg indicates that he does not know the answer.

After Mike Vardaro’s earlier second, a Roll Call Vote is taken. Annette Brown votes no; Cammy Knightly votes yes, Mike Vardaro votes yes and Larry Kingberg votes yes.

Matt Glode leaves the meeting.

Closing items:
There is a discussion regarding programs. Cammy Knightly thinks that it would be irresponsible to hold any events. Mike Vardaro agrees and would be concerned about spending money and not having anyone show up. Annette Brown thinks it would be ok to have Model Rocket Day. The supplies have already been purchased so the expense would not be an issue. Larry Kindberg thinks they could get the rockets out to the kids ahead of time to make at home and then pick a day to launch them at the park while exercising social distancing. The kids are looking for things to do. Geoff Carlton suggests splitting the event in two, on two different days down at LRP.
Mike Vardaro is all for this. Caren Rossi says they should check with the insurance company, but as the health officer she would skip this year. The Commission agrees.

Cammy Knightly is not comfortable hosting the Halloween party this year. The Commission agrees to cancel this as well and table the programs for the rest of the year.

**Disc golf:** Larry Kindberg would like to look into setting up a disc golf course at LRP. Cammy Knightly says that someone is asking about the trails around the Transfer Station. Josh Cilley states that there are quite a few people who have expressed interest in this in Lee. He thinks Lee would benefit from having a course. He knows someone who designs courses. They will talk about this for the future. It is a sport that allows for social distancing. Larry Kindberg will reach out to Josh Cilley.

Geoff Carlton states that their spring/summer season is complete, and he would like to request 3 makeup days for when he had to cancel for rain or heat. Larry Kindberg states that until the Select Board makes a decision on the MOU it is business as usual and he will have to go through ORYA with this request.

Larry Kindberg remembers that they should talk about using the field for football. He is worried about the wear and tear. Steve Bullek is against it. Annette Brown says that if Steve Bullek is against it then she is too. Annette Brown would like to know more about this request such as how many times in a week. Caren Rossi adds that the Select Board has already voted on this and Steve Bullek is working with ORYA on this program.

Geoff Carlton emailed Matt Glode and copied Larry Kindberg on the days he missed at LRP.

Larry Kindberg adjourned the meeting at 7:54pm.

**Next Meeting:** TBD

**Minutes transcribed by Denise Duval.**