

Town of Sunapee: Recreation Committee
Meeting Minutes for February 15, 2022 (week late due to town deliberative session)

- **In Attendance: Charleen Osborne, Samantha Heino, Melissa Trow, Dan Whitmoyer.**
 - **Guests: Shannon Martinez: Sunapee Town Manager**
- **Meeting called to order by Charleen at 5:35PM**
- **Meeting Ended: 7:00PM**
- **No votes or policy updates took place during this meeting**
- **The January 2022 meeting minutes approval has been tabled as some committee members are missing tonight**

Warrant Articles

- Charleen attended and spoke at the town deliberative session and Coffee with the Chief. She spoke about both of Recreations Warrant Articles and the committees reasoning behind them, as well as how they will benefit our community. She spoke about how the Veterans Field article also has a component of seeking the towns interest in renovating Veterans Field, which will help the Recreation Committee to move forward with its planning. Melissa also spoke about the full time directors position.
- Residents in attendance at both events were very receptive to both Recreation related warrant articles. Charleen noted that there was a very large turn-out at Coffee with the Chief.

Programming & Rec Desk

- Charleen stated that she has received (and continues to receive) emails inquiring about wait listed spots for the Sunapee Summer Day Camp. She has replied that the current state of Day Camp is that it is still “up in the air” pending changes to the Sunapee Recreation Department.
- Shannon stated that with the current position of the Recreation Department, it would be very difficult to get Summer Camp off ground and have it be profitable. She did also state that this is something that remains very important to the town and that we are going to explore trying to make it work. There was also brief discussion about staffing for summer camp. There are also other possibilities of combining forces with other town resources to help make it happen.
- There was also brief discussion surrounding the Recreation Departments budget and how the ins and outs of it all work with the different accounts. This relates to Summer Camp because we need to make sure that we are doing the math currently which in turn will lead to making sure that we are at least breaking even and ideally turning a profit.

This is also something that we need to bring to the attention of the Board of Selectmen so that they can recommend how they would like to see it organized.

- In addition, there was also talk about jumping on this project (Day Camp), ASAP, as there are various items such as staffing and state background checks / licensing that are going to take a significant amount of time.
- Sam is going to run the licensing requirements with one of her contacts to see exactly what needs to be done to make our summer camp fully vetted / up to code.
- Charleen stated that she does know of a Coaching background check that comes back in a max of a few days.
- In terms of programming cost – Charleen stated that the only spring program that we currently stand to make money on is Granite State Track & Field. Softball and Baseball are currently both sitting as a loss.
- There was discussion on how we can combat this, and if we need to raise registration fees or not. In the past, the board has been split on this, however, this is also a brand new situation and differs from previous seasons. Based off of costs – there was also talk about possibly going to sponsors to cover the cost of pants / uniforms. The consensus is that we do want to move forward with spring programming as long as fees are raised because we will not be able to even break even without doing so.
- Based off of rough math – Charging \$60.00 per kid for baseball and softball and Charging \$35 for both Tee-Ball and Granite State Track & Field we will be able to make spring sports happen from a financial perspective. This is pending a deeper look at the math, and costs are subject to change. To put these numbers into perspective, many other surrounding towns charge anywhere between \$180 - \$200 for similar sport offerings.

Softball

- The league that we are in is called KMS – and the next meeting is March 13th in Henniker at 7PM.
- Season starts May 7th and ends June 4th
- Cost will be \$60 per participant pending a deeper look in to financial impact of the program – this cost is subject to change.
- Financially, there is currently a loss on running Softball, which is why participation fees are being examined.

Baseball

- Cost will be \$60 per participant (tee ball is \$35), pending a deeper look in to financial impact of the program – this cost is subject to change.
- Financially, there is currently a loss on running Baseball, which is why participation fees are being examined.
- We can hold off on planning for Babe Ruth League as this does not get going until the end of the regular season.

Granite State Track & Field

- Reached out to last year's director who was on board with running this again.

- Cost will be \$35 per participant pending a deeper look in to financial impact of the program – this cost is subject to change.

Summerfest

- The bands are in the works, there are two of them on the table and they are being worked through / followed up with.
- There are some sponsors already on board. At least one of them that we know of is willing to hold off on a refund if the event is delayed. There are no sponsor contracts in place.
- Charleen stated that the original purpose of Summerfest was to raise funds for Veterans Field, however, we may not be able to do that.

General Updates

- Shannon stated that she is also going to move forward with recruitment for beach staff, lifeguards and other summer staff, including seeing if we can locate a qualified summer camp director / counselors.
- Shannon also stated that she was looking for input from the committee in terms of starting a recruitment process for an assistant director or intern for the department.
- The Recreation Department needs to keep moving forward with trying to make sure that we have all of our processes / policies / procedures in place moving forward to make sure that there is a clear cut agenda moving forward.
- There was discussion about making sure that the town calendar is totally updated so that coaches / staff / parents / school officials can easily see what is occurring when.
- Dan W. stated that the bike race went very well, and there is certainly room to grow with it as a Recreation Department event.
- There was some talk about the Easter Egg Hunt and who is going to run this event / if we still have eggs. We have some ideas on where to go if enough Eggs are not located.
- There was discussion during the whole meeting (this has been a general theme of recent meetings), that the Recreation Department is in great need of a director, as well as someone in the interim (or permanent), as an assistant or intern. The amount of work that needs to happen on a day-to-day basis easily justifies a full time job. With that work being moved to the back burner, the department cannot continue to support all of our great programming without employee(s) who are paid and in charge. The committee members are only and advisory, volunteer group. This is one of the main reasons why the committee is recommending the Town move forward with a Full Time Recreation Directors position with the March warrant article.