

**Town of Sunapee: Recreation Committee
Meeting Minutes for May 17, 2023**

- **In Attendance:** Charleen Osborne, Jesse Socci, Tim Berube.
- **Meeting called to order by Charleen at 7:00PM.**
- **1 vote took place during this meeting, highlighted below**
- **No previous meeting minutes to approve**
- **Attached File(s): Photos of damage to Coffin Park**

Topic 1: Recreation Assessment / Strategic Design Update

- No new news to report per Charleen, topic tabled for now.

Topic 2: LWCF Grant

- Steve presented the grant intent form to the Board of Selectmen who have signed off on us moving forward to seek grant funding for the Veterans Field Project.
- Jesse has already filled the form out. Charleen read the form out to the group. Tim made a comment that we should add a sentence regarding the needs and demands from the community into the form (Example: There is a large number of community members who play Pickleball and there currently is no space for them to play in town).
- All agreed. Jesse to add that to the form, and send into Shannon to be signed and submitted.
- The group then discussed the to-do list while waiting for the grant, which includes subdividing some land.
- The land that Veterans Field is currently on is the same lot as the Safety Services complex. In order to qualify for the grant Sunapee needs to sub-divide the land so that the field is on its own lot.
- Charleen mentioned that we also need to get the State of NH to release the corner of the field as that was technically the old Rt. 11 so it is owned by the state. In addition, we need to speak with Bar Harbor Bank about possibly releasing a small section of land on the field side so that we can properly construct a driveway into the new space.
- Jesse brought up a point that in later phases of the project we have a sidewalk that will be constructed going from Safety Services over to Veterans Field, so if there is no objection otherwise, we should make the subdivision go right up to the parking lot of Safety Services, not just to the edge of the field. Doing this will ensure that we can use grant funding in later phases for a sidewalk and or other landscaping projects. Charleen agrees with this and will bring it up with the town planner.
- Charleen stated that there is currently \$107K in the Veterans Field Trust Fund.

Topic 3: Student Run Skills and Drills

- No update – topic tabled

Topic 4: Coffin Park

- Charleen brings up a point that Coffin Park was damaged last fall when new water main lines were put into place. (See attached photos).
- Coffin Park is under the direction of Recreation, and it used to be really nice grass going all the way up to the top.
- Once the water main lines went in, very rocky / sandy soil was left, ungraded, and it looks like there was an attempt to put grass back but nothing took as it was very late in the fall, just before the first snowfall.
- This is also the home of the new Fit Trail that was recently donated to the town, and all the woodchips around the areas of the equipment are washed out to the point where the equipment is unusable (particularly at the top).
- Charleen is currently speaking with Shannon about the issue, but wanted us to know about the damage that had been caused to the parks grass.
- Charleen also mentioned that she took a look into the towns Recreation budget, and there are no lines at all for grounds upkeep. She believes that this is an issue because if something were to happen (for example a tree falls in the middle of a park), we have no funds to support cleaning that up.
- Jesse made a point that it would be great to have funds like this for regular upkeep as well, he brought up that the trees surrounding the Tilton Park playground could really use some trimming back.
- Charleen mentioned that the town currently does not have any employees in building and grounds area. Jesse stated how it would be ideal to have a grounds department that included all of the parks and fields, working under the Recreation Department but were housed in the highway garage. This is how most municipalities that he has seen are set up.
- It was decided that we would bring this issue up with Steve to get his input, let him get some answers and see how he wants to proceed.
- Tim made a motion to ask Steve to research the damage at Coffin Park further with Charleen and Shannon, as well as to research and gather more information to come up with a plan moving forward to address the grounds in town that Recreation is responsible for. Charleen seconded, vote was unanimous.

Topic 5: Summer Plans

- Charleen is unsure how many have volunteered for the 4th of July committee to date, but is almost certain that Recreation cannot continue to carry out the work with the amount of hours that Steve has. She mentioned that our beach manger this summer is

going to be more of a manager in training for next year, so that is going to eat up some hours for sure.

- The committee discussed making more cuts based on the fact that we only have one part time director. Jesse mentioned that the 4th of July week would be very difficult to cut because it is such a large community event and there are many other groups that volunteer to make it happen.
- Jesse stated that this is all a double edged sword and goes directly back to not having a full time director to be able to put in the hours. He stated that we should start compiling records of emails, phone calls, and other requests from the community so that when March comes back around we can accurately state (Example: we had 150 requests from community members last year for new programming including senior events / trips, pickleball / tennis courts and more). It is obvious that the community wants more from Recreation, but our director needs to have the allotted hours to be able to make more happen.
- Charleen and Tim agree with this. Tim made a point to let's invite the community to our next meeting to present to them that we have 1) submitted the grant intent form and 2) get input from them on record that they would like to see new and improved facilities / programming.

Adjournment: 7:56 PM

Next Meeting: June 13 at 7PM

Agenda To-Date:

- Meeting Minute Approval April / May
- LWCF Grant Update
- Steve Update
- Summer Update
- Community Invitation / Comments