

**DRAFT**  
**Recreation Committee Minutes**  
**Thursday, February 20, 2014**  
**Community Development Department, 3 North Lowell Rd, Windham NH**

Chris O'Neil called the meeting to order at 7:02 pm.

**Members Present:** Fred Connarn, Mark Lucas, and Chris O'Neil  
Also present was Recreation Coordinator Cheryl Haas and Selectmen Liaison Kathleen DiFruscia.

**Members Excused:** Dennis Senibaldi.

**Minutes:**

Mark Lucas made a motion to approve the minutes of January 16, 2014, seconded by Fred Connarn, the vote carried 3-0.

**Recreation Coordinator Updates:**

*Invoices* – There were no invoices at this time.

*Web Site/Software Update/Daddy Daughter Dances* – Ms. Haas updated the Committee on tickets sales for the Daddy Daughter Dances. She noted that she has only received positive comments and it all went smoothly. Mr. Lucas suggested a few changes on the RecDesk site, which Ms. Haas will look into.

\*the return to main page should go to Recreation Page of Town website

\*comments page function

\*to see if you can just put in month and year with age, not the day as well

\*to delete registration form

*Community Skating Event at Griffin Park* – Ms. Haas noted that due to the ice conditions with all the snow and sleet, the event was postponed on February 16, 2014. She is hoping to reschedule it before the end of the season. She thanked Dennis Senibaldi and Mark Lucas for their help with the ice, as well as the Highway and Maintenance Departments.

**Old Business:**

*Update from Deliberative Session – February 8, 2014*

There was not much discussion at the Deliberative on February 8, 2014 regarding Spruce Pond. The only discussion was the traffic and having that looked it.

Mrs. DiFruscia did note that if Campbell Farm does pass this year on March 11, 2014, then that might be future space for Recreation activities.

***Skate Park Area*** – After a brief discussion, it was the consensus of the Committee that Ms. Haas write a letter to the Board of Selectmen to see if they prefer that the Committee have public meetings to gather ideas from the public, and then approach the Board of Selectmen, or if the Board would prefer to have a joint workshop from the beginning and be involved that way.

***Scout Jamboree – Mr. Fred Nader***

Mr. Fred Nader, 35 Nashua Rd, who is the Cub Master for Troop 263, was present at the meeting to discuss the Scout Jamboree on April 4-6, 2014 at Griffin Park. This event would be open to all Scouts, their families, and any community members who are interested. Mr. Nader noted that there are approximately 100 Cub Scouts in Troop 266 and 263; about 100 Boy Scouts in Troops 266 and 263, and about 360 Girl Scouts (including Daisies and older), that this event would be open to.

All of the details were not in place yet, but he explained some of the thoughts and plans. The intent is to have the older Scouts arrive later in the day on Friday, April 4, 2014 and then have the rest of the campers arrive on April 5, 2014. There would be an opening ceremony on April 5<sup>th</sup> with a benediction and breakfast, with someone singing the National Anthem. During the day, the Scouts would work on merit badges. That night there would be a fire and songs/skits. On Sunday, April 6<sup>th</sup>, the thought was to do a service project at the cemetery on Range Rd.

People from the Community would be encouraged to come down and see what the Scouts are doing and to be a part of the event. Mr. Nader noted that on Saturday night anyone can camp with them. They will help people set up tents and they might even have extra tents to loan out. Families can camp together as well.

Mr. Nader reminded the Committee that the Scouts ‘leave no trace’ when they are at a location. He also noted that both Boy Scouts and Girl Scouts have policies in place with the number of adults that must be there, certifications (first aid, etc.)

Mr. Nader said that not all the details are in place, but they are looking into things like the National Guard, the State Police helicopter, Fire Truck, Ambulance, etc. His hope was to get sponsorships for the event so it does not cost the campers anything.

The Committee had a number of questions. Mrs. DiFruscia asked if the police would have a presence there at night; Mr. Nader said he will be contacting Fire and Police to discuss the event, but he also was going to see if the National Guard wanted to attend. Mr. Connarn asked if there was a registration that would be required. He also noted that although everyone is invited to the event, it is important to figure out how to prevent the event from being exclusive so others can enjoy Griffin Park during that weekend. The Committee also wanted to know where the tents would be set up due to field conditions, etc.

The concern of parking also came up. Mr. Nader said that they could ask people to carpool. Members of the Committee were not sure how many people would actually attend, if it was open to the community. They were concerned with the possible amount of campers. Ms. Haas requested that the large vehicles that they were discussing not be driven down the walkway due to snow or mud. She also suggested that Johnson's Farm be contacted as well as the neighbors due to the event.

Ms. Haas noted that the Board of Selectmen would have to approve three items:

1. Approval for a fire and cooking devices on Town Property
2. Approval to be at Griffin after dusk until dawn.
3. Approval for the walkway/parking lot lights to be on earlier in April than the policy states.

After a great deal of discussion, the Committee felt that it was a great idea but they could not make an educated decision because there were not enough details. The Committee decided that they would attend that Board of Selectmen on February 24, 2014 to address their concerns.

#### ***Impact Fees – Laura Scott***

Laura Scott, Community Development Director, was present at the meeting to explain what impact fees were and how the Planning Board supports Recreation impact fees. She explained that an impact fee is a fee levied against new homes, and it is money put into a special account for capital expenditures, not used for operational expenses. A capital project would be needed due to growth from new homes being built. The impact fee would not pay 100% of the capital expenditure, only a proportion of it.

Currently, there are two types of impact fees: public safety and school. The school impact fee is helping to pay off the high school bond. The methodology for this impact fee is online if anyone wanted to look at it.

In order to have a fee, there must be a methodology that is up to date. The fees can be held in this special account for up to six years. Once there is a methodology, the Planning Board would hold a public hearing, as they are the adopters for this and have jurisdiction over them. After the public hearing, they would be put into place. If the money is not spent, then it is returned.

The Planning Board meets each year and discusses impact fees. This year the date is July 30, 2014. The Committee decided to have a future workshop regarding impact fees to see if this is something that they want to do. A list of projects would have to be made, an update to the Master Plan completed, then creating a methodology would have to be done.

Ms. Scott offered that if anyone had any additional questions, not to hesitate to contact her.

**New Business:**

***Social Media – Twitter/Face Book***

The consensus of the Committee was that they have no problem with Windham Recreation being on Twitter and/or Face book.

***Other:***

Mrs. DiFruscia noted that this was her last Recreation Committee meeting as Selectmen Liaison. She thanked the Committee and appreciated all the hard work they do.

Mark Lucas made a motion to adjourn at 9:15 pm; seconded by Fred Connarn, the vote carried 3-0.

Respectfully Submitted:

Cheryl Haas  
Recreation Coordinator