

Hampden Recreation Committee  
Minutes  
March 21, 2017

Attendance:

Recreation Committee: Jim Dyer, Nancy Fenders, Todd Hoffert, Jane Jarvi, Frank Pergolizzi, Stephanie Shayne. Excused: Jason Sharpe  
Recreation Department: Shelley Abbott, Director: Jill McLaughlin, Assistant Director  
Town Councilors: Terry McAvoy, Dennis Marble

- I. Meeting was called to order at 6:30 pm. Nancy Fenders assumed Chair responsibilities for this meeting.
- II. Agenda was approved
- III. Public Comments: none
- IV. Committee Elections: Jason Sharpe, Chair; Jane Jarvi, Secretary
- V. Approval of Minutes: September 2016: Approved. January 2017: Approved
- VI. Directors Update/Report
  - a. Winter II: historically the smallest enrollment of the year
  - b. Spring and Summer programs are on line
  - c. Skehan Center updates: Mar and April rentals are full.
  - d. Staffing changes: one part time employee has resigned. Those duties will be distributed to staff until summer when hours are reduced. The position will be filled in the fall.
  - e. Fee structure was approved by the Council.
  - f. Candy Land Dance – will be held though registration was weak.
- VII. Unfinished Business
  - a. Budget: Town Council has recommended moving from enterprise account to a taxation budget: this move will provide better public transparency. If any specific program generates an overage it will go to the general fund, but a percentage can be returned to the Recreation Department upon request. Budget is due to Council May 1 and will be reviewed by the Services Committee May 8.
  - b. Bronco Soccer presented a proposal to Services Committee and was rejected but requested Bronco Soccer work with the Town manager. Talks are on going.
  - c. Western Avenue Recreation Area Work: Stage II is complete. There is a draft for an RFP and permitting will need to be provided by the DEP. A complete plan is needed due to impervious parking needs, but will likely be built in stages. Primary concern is to improve a safer environment for participants, and replace/expand lost fields.
  - d. Town Audit: closed for FY 2016. By streamlining the budget process it should decrease audit adjustments which are time consuming.
  - e. Community Organization Fair: the Town Manager has schedule a Community Organization Fair for local organizations and Town departments for April 9 at the Hampden Academy. The hope is to connect volunteers to areas of need.
  - f. Scholarship Establishment: RSU 22 Teach Learn Support Group has provided a \$700 starter fund to support participation registration for those in financial need.

Discussion determined a special Scholarship meeting will be scheduled in late April by committee members.

g. Department maintenance (short and long term) is being developed

VIII. New Business

a. Youth Sports Speaker: Scheduled for April 4 and open to the public

b. Bronco Little League: town has agreed to serve as fiscal agent similar to agreements with youth football and baseball.

c. Calvary Apostolic Church District youth event will be April 21. They have volunteered to clean Locus Grove cemetery which will be followed by an activity night at the Recreation Center.

d. Advertising Banner Program overview was provided by Director Abbott. Cost is \$650, includes the making of the banner. Annual renewal is \$500.

IX. Next Meeting: TBD

X. Meeting adjourned at 7:45 pm.

Respectfully submitted:

Jane Jarvi, Secretary