



Montpelier Recreation Department
Advisory Board Meeting Minutes
October 19, 2015

Attendees: Karlynn Koenemann, James “Buz” Surwilo, Andrea Talentino

Absent Board Members: Sue Aldrich, Tom Goloka (City Council)

Attending Recreational Department Staff: Jenny Bartlett-Hardy, Arne McMullen, Kaitlin Nelson

Call to order 5:30 p.m.

I. Approval of September 2015 Minutes

- a. Motioned: Andrea
- b. Seconded: Karlynn
- c. Approval: Unanimous

II. Financial Statements

- a. The correction to the pool and recreation utilities lines have been corrected, and the budget is accurate.
- b. Current revenue is \$8,400 ahead of last year in the first quarter.
- c. Miscellaneous revenue have been more specific this year. Need to adjust accordingly in the budget for next year.

III. Old Business

- a. Mountaineers—there is an updated user agreement drafted. Draft was sent out today to Brian Gallagher, Brian Ricca, and Bill Fraiser. New section reads:
 - i. “Since 2003, The Mountaineers have contributed over \$550,000 in improvements to the City of Montpelier’s Recreation Field and will continue to assist in those improvements as needed. Recognizing that fact, the Mountaineers still have outstanding loans due to the improvements mentioned above, therefore the annual fee for 2017-2021 will be \$3,000.00. This fee covers the organization’s share of electrical (80%), water and sewer usage (70%), during the season. In addition, the Mountaineers will pay \$3000 annually towards field supplies. The Recreation Department and Mountaineer Staff will continue to work cooperatively to maintain the facility.” Line 5 of the User Agreement Draft.
 - ii. Concern: Why is this only a \$500 increase, it was understood previously that the \$3,000 utilities fee was supposed to be in addition to the field rental fee?
 - 1. The Mountaineers budget is really tight at this time. In time they will continue to contribute.
 - 2. Feel as though it is too late to change this back to what was originally decided, numbers were included in the draft and they are a good faith estimate, to drastically increase those fees now is highly unprofessional.
 - iii. Concern: It is great that the Mountaineers do field improvements but feel that they “own” the field 80% of the time and the improvements that they do are 100% voluntary.
 - iv. Buzz will email Bill Fraser on behalf of the advisory board to get a better understanding of the agreement.
- b. Rec. Budget Process
 - i. There is a budget and revenue discussion scheduled at the high school library on October 26th at 5:30 pm.
 - ii. Still trying to learn what the new process will be once the department is under the city.

1. Budget will be approved this year (Feb/March)
 - a. Bill will present it (three budget meetings)
 - b. Full transition will be completed July 1st

IV. New Business

- a. Roof at Rec. Garage
 - i. It has been fixed, not just patched
- b. Budget Goals Discussion
 - i. Increase use of this facility
 - ii. Increase pool use
 - iii. Council Goals: Priorities and Performance Measure.
 1. Need to gather better information from Jesse

V. Director's Report

- a. Pool is cleaned up, winterizing is in progress
- b. Field is done, grass came in nice—drone took aerial photos
- c. Soccer is done with home games and ends this weekend
- d. Day camp tent is put away for season.
- e. Working on warning track and ballfields

VI. Program Coordinator/Pool Director's Report

- a. Wrapping up Soccer
 - i. Six more participants than last year.
 - ii. The parent coaches were difficult to recruit but did a great job.
 - iii. Next year they want moisture wicking shirts instead of the cotton
 1. This will mean the price will go up
 2. Third grade and up will get the moisture wicking shirts
 3. K-2 will stay in cotton shirts
 - iv. Solid deadline seemed to help with registrations
 - v. MHS boys soccer sent referees down to every home game
 - vi. Coaches clinic went well, it was free this year but there will be a cost next year
- b. Ski and Skate Sale
 - i. Thursday and Friday volunteer numbers are pretty good. Saturday we could use a little more help.
 - ii. Promote to the high school guidance counselors for students who need volunteer work
- c. Concern that there will be a struggle to find space for programs
 - i. Primarily fitness hooping
 - ii. St. Augusta's has a huge space and they do rent
- d. Website
 - i. Rec will transfer to the city website, the switch is planned for Jan/Feb

VII. Other Business

- a. Halloween Party
 - i. Volunteers on the 31st from 1-2:30 pm, are needed
- b. Grant
 - i. Look into what type of projects they have funded in the past, and who received them
 - ii. The idea is interesting but what is available and what can fit into the budget
 - iii. Fear this project might highlight the lack of accessibility here
- c. Ice rink on State house lawn

- i. Would allowing them to utilize our insurance cause us to be responsible for any damage repairs to the lawn in the spring?
 - 1. Just liability insurance
- ii. Rink would be rented and run by volunteers
 - 1. Rick will snow blow when needed
 - 2. Close the pool ice skating rink
 - 3. Sounds like more than what this department can handle at this time

VIII. **Move to adjourn 7:05pm**

- a. Motioned: Andrea
- b. Seconded: Buz
- c. Unanimous approval