



TOWN OF NEWTON, NH

Recreation Commission



*2 Town Hall Road
Newton, NH 03858*

Date: June 18, 2018

Call to Order - 7:00 pm

In attendance – Chairman Stephen St. Cyr, Vice Chairman Vanessa Burrill, Matthew Burrill (representing Selectmen), and Patricia Masterson (recording minutes)

Approval of Minutes

Vice Chair Burrill made a Motion to approve the Minutes for May 21, 2018, and Selectman Burrill seconded the Motion, which was unanimously approved with no discussion.

June 4, 2018 Meeting

The Recreation Commission was unable to hold a meeting on June 4, 2018 due to a lack of a quorum.

Memorial Day Parade Overview

There were programs available at the Cemetery but not at the Fire Station. We did not have enough flags to distribute (250). Next year 300 flags should be ordered. Vice Chair Burrill has detailed notes on the parade.

The letter to potential parade participants incorrectly was signed as Matt Burrill, Chairman of the Board of Selectmen. Correct the letter for next year.

Music or a band needs to be reserved earlier next year, especially the playing of taps at the Cemetery. The Board of Selectmen sent a letter to Sanborn High School two months before the parade, but the letter should be sent sooner.

Town-wide Yard Sale

The registration form for the Town-wide Yard Sale, to be held on October 6, 2018, has not been created yet. Yard sale participants will be able to gather at the school or hold a sale individually at their homes. Vice Chair Burrill will take charge of the release forms.

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Olde Home Day

Olde Home Day will be located at Memorial School. Vice Chair Burrill spoke to the Superintendent of Schools. There are outside outlets available for electricity and room for two stages and a line of food trucks.

Vice Chair Burrill is working on registration forms and pricing as well as sending out the volunteer forms. She will contact the same company for the bouncy houses and see if they can provide volunteers to manage the flow of users.

There will be no assigned spaces this year. Vendors will line up on a first-come, first-served basis. The cost will be \$25 per vendor but nonprofits will not be charged. All vendors will be required to provide a donation for the raffle.

The School will not allow delivery of the stages, dunk tank or Senior BBQ setup the night before. Ask the Fire Chief if the Senior BBQ can be held at the new Fire Station from 4 to 6 p.m.

Red Sox Wally has been reserved from 1:30 to 3:30 p.m. the day of the event.

Wetlands Permit

The Wetlands Permit for beach sand at Country Pond only allows for 10 yards of sand. They require an additional payment of \$2200 if more sand is needed. The Recreation Commission will fill out the required permits this year and order the sand next year. Chairman St. Cyr will determine the measurements needed to increase the amount of sand. The permit process can only be done every six years.

Lifeguards

Chairman St. Cyr contacted the Southern District YMCA to see if they could provide administrative oversight for lifeguards at Country Pond. They do not have that capability. He also contacted Granite YMCA, and they cannot provide lifeguards. Chairman Burrill will post an ad on the Town website requesting applications for certified lifeguards.

Country Pond fence

Two-thirds of the fence at Country Pond is complete. Chairman St. Cyr suggested that the remaining one-third be finished. Vice Chair Burrill asked to see the Recreation Commission budget before the next meeting to determine available funds.

Requisitions and Invoices

Purchases under \$1500 do not require requisitions to go before the Board of Selectmen. All invoices must be discussed at Recreation Commission meetings. A Motion must be made to accept the proposed purchase payment. An invoice must be signed by the Recreation Commission Chairman or Vice Chairman during the meeting, and a budget line item must be assigned to each invoice.

Senior Trip

A resident contacted the Recreation Commission asking whether the Senior Trip venues were handicap accessible. Venues must be contacted directly for information about their provisions. Royal Tours has sent an invoice for \$4,650.25. Participants will be charged \$35 each. Christine Kuzmitski will request \$50 for snacks. The outing will be posted on the Town website, the Recreation Commission website, Facebook and Carriage Town News.

Recreation Commission Bylaws

Ms. Masterson and Vice Chair Burrill will work on revising the Recreation Commission Bylaws, with input from the Town Administrator and the Town Bookkeeper.

Adjournment

Selectman Burrill made a Motion to adjourn the meeting at 8:00 p.m. Chairman St. Cyr seconded the Motion. The Motion was unanimously approved.

THE NEXT MEETING WILL BE HELD ON July 2, 2018, at 7:00 p.m. in the REAR of the TOWN HALL.

Respectfully Submitted,

Patricia Masterson
Recreation Commission Secretary