

Dover Parks and Recreation Commission
DRAFT Meeting Minutes
December 10th, 2013

P&R Commissioners in Attendance:

Chris Boland, Nancy Simms, Scott Seidman, , Eric Loeffler, Peter Davies

P&R Employees in Attendance:

Dave MacTavish, Mark Ghiloni

Others in Attendance:

James Dawley, John Cone, James Stewart

1. The meeting was called to order at 7:45AM.

2. Budget

Mr. MacTavish explained that the Clothing Allowance was taken out of Expenses and put into Salary for the upcoming budget cycle. He will research an updated cost of maintaining the parks, not including the playing fields, as well as a breakdown of costs and labor. This is in preparation of meeting with the Warrant Committee to request an additional \$5,000 for the Grounds and Maintenance line item. There was a detailed discussion of the expenses of Water Maintenance. Consideration was made between the difference of irrigation of the parks versus the playing fields, and the possibility of moving the expense of the irrigation of the playing fields to the Revolving Fund. Mr. MacTavish will research a 5-year forecast of the cost of water maintenance. The Office Supplies line item has increased over the last two years from \$1200 to \$2000.00. The cost of the ink for the new copiers was the main issue.

A motion was made to approve the following for the FY 2015 budget:

Salaries	\$327,023.24
Expenses	\$ 79,912.98
Total	\$406,936.12

It was approved 5-0

3. Registration Software

The Caryl Management Advisory Committee (CMAC) approached P&R to see if they could use our registration software. This would allow Karl Warnick to input any reservations to the online system. This would require moving our system to the Cloud. This would cost an additional \$1,500.00. CMAC is attempting to simplify how people reserve space at the Caryl Community Center.

4. Field Allocation

The FY2014 Blue Book details that the funds approved for the new softball field were specific to building on Field C3 near the parking lot. Chris Boland will contact Dave Ramsey to see if it would be legal to use the \$25k to build the softball field on C1 near the tennis courts instead. The other option would be to return the money back to the Town of Dover.

5. Next Meeting

The next meeting will be held on [January 3rd](#) , 2013 at 7:45am.

6. Adjournment

The meeting was adjourned at 9:05 a.m.

Respectfully submitted,

Scott Seidman
Secretary