

Londonderry Town Parks
100 Old School Street
South Londonderry, VT 05155
802 824 3356

The Londonderry Parks Board will meet at The Town Office Building 100 Old School Street South Londonderry on Monday October 24th, 2022 at 6:00 pm

Board members present: Taylor Barton, Marge Fish, Steve Bergleitner, Kelly Pajala

Others present: Ethan Foster, Sarah Keifer, Jason Marino

Agenda:

1. The meeting was called to order at 6:07.
2. There were no additions and deletions.
3. There was no public comment.
4. Marge Fish made a motion to accept the minutes of the pervious meeting. Steve Bergleitner seconded the motion. The motion passed.
5. Discussion Parks and Rec position
 - a. Discuss salary options: the range of salary \$45,000-\$55,000 & benefits costs will go into the proposal. We don't need to make the final decision about salary.
 - b. steering committee make up and responsibilities: Recommending the committee be called The Recreation Advisory Committee. Committee make up: 1 member from each Town to be appointed by each Town's select board. 1 member from FBAA. 1 member form West River sports. 1 member from the Londonderry Parks Board. 1 member at large (didn't determine who would appoint this person)
 - c. job description draft: we can work on this but suggest that the development of the job description be done by the advisory committee
 - d. Task timeline draft: looks good so far. Reminder to add grant writing to the task list
 - e. List of important relationships to maintain draft: looks good so far. Talk to One Londonderry about being mentioned as a community partner.
Other task to mention is drafting a press release to send out after the Londonderry select board meeting on the 7th. Scheduling select board meetings in the other 4 towns in November. Opportunities for getting information out to the public at those meetings.
6. Budget planning: see chart for agreed budget numbers to bring to the select board

Account Name	FY22 Budget Proposal	FY22 Actual	FY23 Approved	FY23 ACTUAL	FY24 PROPOSED	Change from Prior Year
Town Parks						
Grounds Maint Employee	10,000	1,028	12,000	948.75	13,000	
FICA/MEDI	765	79	918	72.60		
Operating Supplies	-	205	4,000	334.54	3,000	
Outside Services Lawn Maintenance & Plowing	5,000	3,413	7,700	5,700.00	6,500	
Electricity	1,600	2,055	2,000	974.67	2,300	
Infrastructure Maintenance	12,000	12,149	19,100	1,977.71	10,000	
Portable Toilets	3,000	4,470	3,500	1,380.00	5,000	
Total Town Parks	32,365	23,399	49,218	11,388.27		
actuals to 9/30/2022						

7. Parks operations:
 - a. Music Monday: purchase of sound equipment proposal. Passed over
8. Ongoing projects:
 - a. Pingree Park planning:
 - 2022 to do list update: signs, baseball field upgrades, resurface basketball court, New benches. Passed over
 - b. Memorial Park planning: pond treatment update. Storage shed, playground. Passed over
 - c. Buxton Park: gardening and tree work. Passed over
9. Adjourned the meeting at 7:41

The next parks board meetings will be November 14th @ 6:00 and December 5th @ 6:00 at the Town Offices.