

Parks and Recreation Commission Meeting
April 3, 2012
6:00 PM
Municipal Center – 2nd Floor Meeting Room

Present: Chair, Sheri Cohen; Laura Bamford; Suzanne Harrop; Jen Hoffman; Tom Stanton.

Absent: Mark Buchan; Rosemary Dolan; Stan Kubinski; Sara Lyons.

Call to Order

Meeting was called to order at 6:05 pm.

I. Approval of Minutes

Minutes were not reviewed at this meeting.

II. New Business

A. ELP Pool Supervisor/Rental Agreement Details

Ms. Pam McGillivray, newly hired as the Pool Supervisor for the ELP Pool for the summer of 2012, was present to discuss the job description for her position, including the following: check/change trash, check bathrooms, lock up facility, and test pool water daily.

It was decided to ask the outside caretaker of the pool to provide Ms. McGillivray, as well as the Commission, with the state regulations for the need to close the pool due to human excrement, vomit, etc.

The pool hours for the summer 2012 season were decided to be Monday-Friday 11-7 and Saturday and Sunday 10-6 (unless there is a rental). It was decided that there will be a sign-up for the 'staff-only' refrigerator.

The following votes were taken pertaining to new pool and facility rentals:

Motion was made by Ms. Bamford to adopt the pool rule/rental agreement that when in the instance that a rental party ends in the middle of the day (and there is still normal pool hours to follow) that the attendees of the party need to leave the pool area and come back in with the public and buy a pool pass. Seconded by Mr. Stanton. Vote: All in favor. **Motion carries.**

Motion was made by Ms. Hoffman to adopt the pool rule/rental agreement that if a rental party stays past the scheduled time, \$80 will be added to the bill. Seconded by Ms. Bamford. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Stanton to adopt the pool rule/rental agreement that if a party would like to stay past the agreed upon time, and it is the end of the shift for the day, the lifeguard can lock up the bathrooms, kitchen, and pool and the party can stay at the facility until sunset with no additional charge. Seconded by Ms. Harrop. Vote: All in favor. **Motion carries.**

The commission plans to meet with Ms. McGillivray again to discuss the lifeguard budget as well as the concession stand.

B. Community Playground

Ms. Cohen informed the commission that the Highway Department and community service individuals will be spreading 40 yards of mulch on the Community Playground. Parks and Rec contributed \$1000 to this and the Highway Department paid the balance.

A Girl Scout Troop created a sign at Signs By Tomorrow which will be placed at the playground by Ribero. It was decided to use the Gift Account to fund the new trash bins needed at the Community Playground.

Motion was made by Ms. Hoffman to use the Gift Account to buy 2 red trash bins for the Community Playground. Seconded by Mr. Stanton. Vote: All in favor. **Motion carries.**

C. Everett Leonard Park

Ms. Cohen informed the commission that the facility at ELP needs to be painted and have the mold power-washed off. Also, community service individuals will be helping in the cleanup of the park.

Motion was made by Ms. Hoffman to buy flowers and painting materials for the use at ELP. Seconded by Ms. Bamford. Vote: All in favor. **Motion carries.**

D. Treasury Report

Ms. Bamford stated that the balance in the operating account is -\$264.00.

It was noted that the woman that will be cleaning ELP will start in July.

E. Fishing Derby – June 2nd

It was mentioned that Bass Pro Shops and/or L.L. Bean may be able to help out with the Derby. It was decided that participants would bring their own bait.

Dew Drops and juice would be provided as refreshments.

Raffle tickets would be available for purchase for the chance of winning a to-be-determined prize.

F. Shoe Recycling Program

Parks and Rec would receive \$50 per pound for the donated shoes. Drop boxes would be placed at all community events, as well as the town hall and Everett Leonard Park.

Motion was made by Mr. Stanton to approve the Shoe Recycle Program as described. Seconded by Ms. Bamford. Vote: All in favor. **Motion carries.**

G. Halloween Parade

The bagpipe band is available for a cost of \$1,200.

Motion was made by Mr. Stanton to approve the hiring of the bagpipe band of the Halloween Parade at a cost of \$1,200. Seconded by Ms. Hoffman. Vote: All in favor. **Motion carries.**

III. Old Business

A. Spring Egg Hunt

The consensus was that the Egg hunt was a success and that the new bunny suit was great.

A question of whether there is a need for the gift baskets was raised.

Next Meeting

The next meeting is scheduled for May 1, 2012 at 6:00pm.

Adjournment

Motion was made by Mr. Stanton to adjourn at 7:30 pm to move to Executive Session. Seconded by Ms. Bamford. Vote: Unanimous. **Motion carries.**

Documents Referenced: Shoe Recycling Program handout
ELP Pool and Facility Rental Agreement draft
Pool Supervisor Job Description

Respectfully Submitted by: _____

Sheri Cohen, Parks and Recreation Commission Chair

Sara Lyons, Parks and Recreation Commission Secretary