

Parks and Recreation  
Town Hall  
October 29, 2018

Call to order 737PM

Present - Doug Thornton, Joe Reynolds, Bob O'Shea, Wyona Lynch-McWhite, Steve Victorson

**Approve October 15th Minutes**

Joe motioned to approve the minutes as amended.

Wyona Seconded

Passed 4-0. Wyona, abstained.

**Budget Updates**

**Review balances, revenues and bills**

No new reports since the last meeting.

Discussed Invoice Questions

Clarified what town hall was paying. The Spectrum bill was missed.

Discussed Ratta bills

Discussed refund request from citizen for canceled water safety course.

The town needs to contact Sage to stop payments. Wyona sent Sage a request to close the account during the Summer

**CPC Update**

Doug attended the meeting and summarized

**Budget Planning**

Due by December 3rd.

Discussed lifeguard line item budget 2019

Discussed guard hours pay and beach expenses

Last years expenses were down due to sand not being purchased.

Wyona questioned the Beach director expenses. Bob will work on getting the beach director expenses to Wyona

Discusse auditor recommendations.

**Public Communication**

Lisa Rosan - Dog Sculpture. Wanting to touch base and make sure that things are on track.

**Field Operations**

Revisit tree removal on pond road. Tree warden wants us to vote on the remaining trees for vendor efficiency. Town Hall has clarified that it is our decision.

Bob motioned that we vote to take down 18 trees, to be marked by the tree warden. If additional trees need to come down, the tree warden must come back to the board.  
Wyona seconded - passed 5-0.

## **Athletic field planning**

Joe Reynolds - Sub-committee update

Members are being identified.

Transparency will be a key aspect with this committee.

Will meet with HAA November 7th.

Discussed open meeting law requirements. This committee will only be making recommendations, not voting. Will discuss with Marlene the rules and regulations.

Bob requested that once the current state was determined that Joe bring that information to the board.

Discussed field payments and school usage requests.

Discussed fee schedule for fields. We do not have a charge for overnight use.

Discussed Fall maintenance needs with current commons budget. Joe will meet with Andrew .....

Discussed Anne Lee softball field project.

Doug will get the review of the Ann Lee plan on to the agenda for the next meeting so that we can vote.

## **Movie Issues - none**

## **Beach operations**

Planning for next year

Do we pay for food service license fee, although not selling any ice cream? No

Discussed dock anchoring system.

Viewed Beach hour spread sheet and have estimates of hours. This will be taken to the finance committee, at the auditors suggestion.

Discussed closing hours and procedures.

## **Ski Club**

1600.00 Bromfield 6-12 (100 kids max)

500.00 HES Grade 5 (42 kids max)

Remind everyone to use UniPay and not send checks.

Need to monitor numbers

## **Events Request and New Business**

Christmas Pageant tree lighting - Date: Sunday December 9th.

HFA - Asked to reschedule Halloween.

Do we need help painting the softball field shed? Request sent to Joe.

Do we want the playground equipment from HES? Requires the cement to be removed from the poles. If we want this structure, where do we put the equipment?

Will ask Linda for more details and discuss at the next meeting.

Next Meeting: November 19, 2018

Meeting adjourned 944PM.