

BRISTOL PARKS AND RECREATION COMMISSION MEETING – MINUTES JANUARY 4, 2010

COMMISSIONERS PRESENT: Gordon Benner, Cerina Leeman and Paul Tierney

ALSO PRESENT: Laurie Chandler

Prior to the meeting, the commissioners delivered the quilt to the winner of the quilt raffle, Lynn Kimball of New Harbor. A photograph was taken of the commissioners with Lynn and Jane Tedrow, who made and donated the quilt. Gordon called the meeting to order at 6:10 p.m.

MINUTES: On a motion by Cerina, seconded by Paul, the minutes from the December 15 meeting were unanimously accepted as written.

FINANCIAL REPORT: Cerina is in the process of preparing the 2010 budget. At tonight's meeting, the commissioners reviewed 2009 revenues, which were 15% above budget. The snack bar lease income was actually included in the 2009 budget in two places, which will be corrected for this year. It was decided to keep the 2010 budget revenues equal to the 2009 actual amounts. At the next meeting, the commissioners will discuss the expenses to be included in the new budget. Paul would like to combine some expenses into a single figure, rather than keeping them separate by park. It was agreed that this issue would be addressed at the next meeting when the 2010 budget expenses were finalized. The meeting with the budget committee is scheduled for Feb. 8. Gordon suggested also preparing a summary of activities and accomplishments for 2009, to share during the budget presentation. It was also agreed to set up a reserve account in the total amount of \$3,000, provided sufficient funds are available.

EVENT SCHEDULING: Cerina has not yet heard if the state or Coast Guard will be sponsoring another Maine Open Lighthouse Day. Even if they do not, the commissioners would like to host an entire day of free admission this year, similar to last year's event. This would be a fundraiser for the lighthouse committee. The commissioners discussed possible activities and food to be served at the Open Lighthouse Day. The booking agreement for The Katahdin Valley Boys concert on June 24 was reviewed and signed. The date of the Bath Municipal Band concert has definitely been set for July 21.

WEDDING COORDINATOR: The wedding coordinator is now a town employee, rather than an independent contractor. Gordon suggested that the salary for the wedding coordinator be adjusted to reflect this change. The commissioners discussed the issue. On a motion by Cerina, seconded by Paul, the commissioners unanimously agreed to ask Melanie Tilton to prepare a report for 2009, showing her hours worked, the number of events booked and the income raised. After receiving this report, they plan to further discuss compensation for the wedding coordinator position.

The next meeting will be held on Monday, Jan. 18 at 6:00 p.m. at the Bristol Town Office.

The meeting was adjourned at 6:50 p.m.

Respectfully submitted, Laurie Chandler, Secretary