

**Bristol Parks & Recreation  
Ellingwood Information Center  
June 4, 2019**

*Commissioners present: Clyde Pendleton, Sandra Lane, Laurie Mahan  
Also present: Lara Sargent, Pat Porter*

*Meeting called to order at 6:07 P.M. with the Pledge of Allegiance.*

**Minutes:**

Clyde made a motion to approve the minutes from the May 21<sup>st</sup> meeting, Laurie seconded, and motion carried.

**BikeMaine:**

On September 9<sup>th</sup>, BikeMaine will have 450 cyclists riding through Bristol and they asked if Parks would host a place for a rest stop. They thought Ellingwood would be a great location. The riders would not all arrive at once but approximately between 12-3pm. They will bring a pop-up tent, several porta potties and will provide refreshments. Everything, including all of their trash, will be removed promptly after the riders have all departed. They will also provide an insurance certificate to the town. Lara suggested putting the event on the sign to warn motorists. Clyde suggested bringing extra picnic tables and/or umbrellas to Ellingwood and showing Seth's YouTube videos in Ellingwood that day. Parks could also provide some literature to the cyclists such as Area Maps or lighthouse brochures. Clyde made a motion to host this event, Laurie seconded and motion carried.

**Triathlon Sponsorship:**

Lindsay Currier created a triathlon sponsorship proposal that could be used to gather sponsors for the event. The Commissioners reviewed and discussed. Laurie made a motion to accept the proposal, Sandra seconded and motion carried.

**Architect Intern:**

The architects have asked the Commission if they would be interested in having an architect intern create a fundraising package for the pavilion. It would include a poster, brochure and a presentation model and the suggested stipend would be \$800. They believe it would easily pay for itself in donations. The Commission would like to wait to decide if this is needed until after hearing back about the final grant opportunity.

**Safety Inspection:**

The BLS safety inspection is Wednesday, June 5<sup>th</sup>. The pre-inspection that took place last week went very well and Chief Leeman and Lynn Martin both commented on the exceptional job that John Tilton does with the safety procedures for Parks. The few items that Lynn identified to be fixed have been addressed and the inspection is expected to go well.

**Traffic Control:**

Chief Leeman notified Lara about a Traffic Control training class to be offered at the Bremen Fire Station on July 23<sup>rd</sup> at 6pm. The Commissioners discussed and recommended that some staff members attend this training. Lara will talk with staff about attending.

**Bristol High School Reunion:**

Sandra asked the Commission for permission to advertise the Bristol High School Reunion on the digital sign. The Commission agreed that this was a good idea and should be advertised starting June 16<sup>th</sup>.

**Beach Opening:**

The Beach is scheduled to open on June 8<sup>th</sup>. The maintenance crew has been cleaning the pavilion in preparation. Lara brought some supplies to the booth and will get the rest of what is needed delivered by Friday. The SS Minnow will determine this week when they will be ready to open.

**Rock the Harbor:**

Laurie asked if Parks would be interested in making a donation toward Rock the Harbor for the raffle prizes. Clyde suggested Parks donate three Beach passes good for 10 visits.

**Ellingwood Trees/Gardens:**

The fir tree that was bought in October of 2017 is diseased and Plants Unlimited has agreed to give a \$200 credit toward another tree. A 6' Norway Spruce would be \$179 and would be a tree that could be decorated for the holidays. Lara also asked the Commissioners if they would like to put in a vegetable garden somewhere (as discussed last year) and the Commissioners thought growing pumpkins at Ellingwood would be a great start this year.

**Beach Property Landscape Plan:**

Lara provided a copy of the landscape plan that Al Dionne submitted so he could landscape the property between his house and Pemaquid Beach Park. The Commissioners signed and the Selectmen previously signed so Lara will notify Al through email.

**Benches/Bike Racks:**

Lara started the order for the benches and bike racks that had been previously discussed. The Commissioners decided to go with gray bike racks. The wording on the plaques was reviewed by the Commission and all looked good.

**Public Comments:**

Sandra made a motion to end the meeting at 8:00, Laurie seconded, and motion carried.

**Meeting adjourned** at 8:00 p.m.