

**Bristol Parks & Recreation
Ellingwood Information Center
December 5, 2017**

Commissioners present: Clyde Pendleton, Laurie Mahan, Sandra Lane

Also present: Lara Sargent

Meeting called to order at 6:06 P.M. with the Pledge of Allegiance

Minutes:

Motion made by Lane to approve the minutes from November 21st, Mahan seconded and motion carried.

Triathlon Update:

Sargent spoke with Jenna from Tri-Maine (a race management company) and provided an update. It was determined that it wouldn't be necessary to have a race management company help with the first Pemaquid Tri because it will most likely be small and very manageable. Sargent was directed to various online resources for assistance with organizing a triathlon. Jenna offered her support through the planning process and also made it clear that if the Pemaquid Tri had a better turn out than expected then Tri-Maine would be willing to step in and provide assistance if needed.

Snack Shack:

The contract for the upcoming year for the Snack Shack was discussed. It was determined that changes need to be made to the existing contract: include a cleaning fee (or be cleaned and approved by 9/15), reserve the right to sell popcorn and coffee, chicken BBQ requirements, etc. It was determined that Parks would advertise the process for applying and then references and a credit check would be part of the process. The Commission will review the contract and further discuss changes at the next meeting.

Memorial Plaques:

Sargent presented a few ideas for memorial plaques for tree dedications and the Commissioners provided input. The fruit trees will also need signs as part of the Fruit Tree grant. A desk was recently donated by Silvia and Fred Leiper that is being used in Ellingwood and a plaque will be purchased for it. Further research will be done to see if one company can do all of the signs for the parks.

Lighthouse Gardens:

Sargent provided an update on the lighthouse gardens that were cleaned out. The lighthouse entrance garden was overgrown with invasive plants and unwanted species (wild geranium, burdock, thistle, invasive grasses). Many plants showed signs of nutrient depletion and disease. The unwanted species were removed and perennials were divided and replanted with compost. Large stones were brought in to add interest to the beds and a dwarf crab apple tree was added to bring height and a focal point to the bed. Eight ornamental grasses were planted around the well box to hide and soften the area. These grasses look nice in the winter and will not get cut back until early spring.

Grant Update:

The grant for the fruit trees has about \$500 remaining and this will be used for Dormant Oil spray (with sprayer) and for signs for the fruit trees. A check for \$10,000 was received from the Morton- Kelly Charitable Trust to go toward the Lighthouse Preservation Project. This money will go toward the most crucial part of the project which is replacing the roofs. The process for putting the roofing job out to bid was discussed and will be further discussed with the town administrator.

BCS Craft Fair – update on merchandise sold:

Sargent and Mahan sold discounted park passes and merchandise at the BCS craft fair on 12/2/17. While they only made \$191 (minus the \$35 for the table), it was agreed that it is still worthwhile to be involved in this community event.

Damariscotta Region Chamber of Commerce event dates/deadlines:

Events for 2018 were discussed/finalized and will be submitted to the Damariscotta Region Guide by 12/15.

Holiday Decorating Contest:

Gift basket donations were discussed along with the process for judging on 12/18.

Public Comments:

Pendleton made a motion to end the meeting at 7:35, Mahan seconded and motion carried.

Meeting adjourned at 7:35 p.m.