

**Bristol Parks & Recreation
Ellingwood Information Center
January 10, 2017**

Commissioners present: Clyde Pendleton, Sandra Lane

Also present: Lisa Peters, Sandee Brackett, Gordon Benner, Chuck Hanson, Melanie Tilton, and John Tilton

The meeting started at 6:04 p.m.

Minutes:

Pendleton made a motion to accept the minutes from January 3rd. Lane seconded and motion carried.

Parks Director:

Pendleton handed out information received from Tom Mullins regarding a draft for the Parks Director position and a job description. Further discussion tabled until next meeting.

LHP Apartment:

The results from a survey conducted by Newcastle Square Realty on the Lighthouse Apartment showed excellent results. Only a few minor requests from renters, including things such as a second lamp in the bedroom and a hook on the bathroom door.

Wedding Policy:

Melanie Tilton was in attendance to provide input on the fees associated with weddings held on Park's grounds. Tilton provided a letter for the town to pay the refund out of next week's warrant to the person who canceled the wedding. A fee structure was suggested for cancellation of weddings. If cancellation occurs from 0-30 days prior to wedding date, there will be no refund. If it is 31-60 days prior, the refund would be 25% of amount paid. If it was 61-90 days, it will be 50%. 91-120 days would be a 75% refund, and anything over 121 days would be a 90% refund. It was suggested that the guest fee would be raised by \$10 overall, with no change to the arbor rental fee or chair rental fee. The staffing fee may be built in to the wedding cost, but no final decision was reached. There will also be for guests over 20 people for the rehearsal the prior evening. Anyone over 20 people will be charged a \$3 admission fee. The wedding price changes will take effect as of February 1, 2017. A vote will be taken on the fee changes at the next meeting.

Other Fees:

There will be a fee change as well for the Beach Community Room from \$75 per hour down to \$25 with an additional \$25 fee for use of the grill. The Learning Center rental fee of \$75 will remain in effect. However, set up time at the Learning Center will be charged.

Vans and buses will have a fee increase, which will be a yearly flat fee, as yet to be determined. This will be for admission after school gets out for the summer and before it resumes. School

buses will have a \$30 fee when school is in session. The fee for tour buses will be raised from \$55 to \$75. The fee for 15 passenger vans will be raised from \$20 to \$30. The vote on these fee increases will take place at the next meeting or the following one. The subject of a fee increase at Pemaquid Lighthouse needs some clarification and will be discussed at the January 11th Selectmen's meeting.

Snack Shack:

Stu Mason will be asked to attend the meeting on January 17th to discuss the situation with the Snack Bar.

Bylaws:

The finalized version of the bylaws were handed out. One copy was signed by all the commissioners (Sawtelle signed earlier in the day) and will be returned to Rachel Bizarro to have her clerk stamp put on them.

Drones:

Peters made inquiries regarding laws and guidelines from MMA. There are no state laws prohibiting drones, however, further research will be done with inquiries made to the Coast Guard and FAA.

Electronic Sign:

Pendleton did some online research for electronic signs for Ellingwood Park and other possible locations. He found prices that range from \$1200 to \$3000 and will do further research before any final decisions are made.

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A motion was made by Pendleton to adjourn the meeting, seconded by Lane, motion carried.

Meeting adjourned at 7:45 p.m.