

**Bristol Parks & Recreation Department**  
**Bristol Town Hall**  
**April 12, 2016**

*Commissioners present: Clyde Pendleton, Sandra Lane, George Sawtelle*  
*Also present: Lisa Peters, Rachel Bizarro and Sandee Brackett.*

The meeting was called to order at 6:00 p.m.

**Minutes:**

A motion was made by George Sawtelle to approve the previous meeting minutes, seconded by Sandra Lane and approved.

**Beach Park Daily Check List:**

Discussion on whereabouts of check list for Beach Park. Sandee Brackett said there was one posted at the Beach and she would get it to Clyde so he could view it.

**Cell Phones:**

A discussion was held regarding getting a new cell phone plan through U.S. Cellular for the Parks phones. U.S. Cellular gave Sandra Lane a proposal for four smartphones for the three commissioners and John Tilton. A motion was made by Sandra Lane and seconded by Clyde Pendleton to table any final decisions until the May meeting. Motion approved.

**Meeting Time:**

A motion was made by Clyde Pendleton to have the start time of the meetings be 6:00 p.m. instead of 7 p.m. In addition, the decision was made to keep the meetings the first and third Tuesdays of the month in the evening. Motion seconded by Sandra Lane, all approved. Sandee Brackett will cover the meetings in May and the first one in June due to a prior commitment for Lisa Peters.

**Baseball Field:**

Discussion on repairs and maintenance work needed on the fence at the baseball field as well as the fence at the lighthouse. Sandee Brackett suggested Pine Tree Fence as they have done good work in the past for Parks. Also the Little League wants to have Parks defray the cost of protective guard to be put on top of fence. A motion was made by George Sawtelle and seconded by Clyde Pendleton to wait for Little League to get a price for the job. Motion approved. There was also the suggestion of another set of bleachers for the away team fans to be purchased. Clyde will get a quote for it and the matter was tabled for future discussion.

**Who Will Work Where:**

Motion made by Clyde Pendleton to table discussion until staff is hired, motion seconded and approved.

**Stu Mason's Contract:**

Motion made by Clyde Pendleton, seconded by George Sawtelle to wait on signing Stu's contract until more detail is put in regarding exact open and close times and dates. All approved.

**New Parks Pass Policy:**

A motion was made by Clyde Pendleton to accept the changes to the Parks pass policy as presented by Rachel Bizarro and Lisa Peters. Motion seconded and approved. Also approved was the cost of putting a copy of the new policy in with tax bills for 2016.

**Letter to Float Owners:**

Discussion regarding the extra work involved for Parks in dealing with floats, the cleaning of them as well as compliance (or lack of) with owner's tagging them for identification. A motion was made by George Sawtelle, seconded by Clyde Pendleton to offset the extra work involved by raising the float storage fee from \$55 to \$75. Motion approved.

**Float Haulers Meeting:**

A motion was made by Clyde Pendleton and seconded by Sandra Lane to table the discussion regarding a meeting with float haulers until after Clyde returns from vacation. Motion approved.

**Scheduling:**

Clyde Pendleton will meet with Sandee Brackett to go over the scheduling of employees.

**Weddings for Town Employees:**

A motion was made by Clyde Pendleton to give all town employees a discount on weddings and special events at the lighthouse and beach. The motion was seconded by Sandra Lane, motion approved. The amount of the discount was not decided, tabled until May 3<sup>rd</sup> meeting.

**Inventory:**

The subject of inventory was brought up by Clyde Pendleton. He wants to have a list of all the large equipment and small items such as tools. John Tilton will provide this to Clyde.

**Heater for Ellingwood Park:**

A motion was made by Clyde Pendleton to table the discussion regarding a heater for Ellingwood Park until Parks can get three bids from contractors. Motion seconded and approved.

**Movie at Learning Center:**

A motion was made by Sandra Lane and seconded by George Sawtelle to play the movie about Russell Lane's heroics on the Thursday before Memorial Day at the Learning Center. Motion approved.

Meeting adjourned at 8:20 in order to enter Executive Session, pursuant to 1M.R.S.A. §405(6)  
(A) Personnel Matters