

**Bristol Parks & Recreation
Ellingwood Park Information Center
November 1, 2016**

*Commissioners present: Clyde Pendleton, Sandra Lane, George Sawtelle
Also present: Lisa Peters*

The meeting was called to order at 6:02 p.m.

Minutes:

A motion was made by Lane to approve the minutes of October 18th, motion was seconded by Sawtelle and carried.

Float-Numbering:

The branding tool arrived and the floats will be numbered when they are all out of the water.

Website and Domain Name:

A motion was made by Lane and seconded by Sawtelle to keep the domain name. There is a way to link to new website. Kristine Poland will follow up with the domain registrar on accessing the old one.

John's Tractor:

The estimated repair cost for John's tractor is \$1382 with the 15% discount for having the work done this winter. The York rake will be purchased at the same time and will cost approximately \$1440 with the trade in of the old rake. Lane made a motion to approve the repair and purchase and it was seconded by Sawtelle and carried.

Area Map Refund:

Two of the businesses that paid for the area map ads will be reimbursed. Checks will be processed as part of next week's warrant.

Snack Bar:

After reviewing the contract, no additional steps have to be taken by the commissioners. As it is written, the contract is automatically voided due to the non-payment of rent. There has been some interest in running the Snack Bar, but nothing definite.

Budget:

The month end budget reports were distributed and a discussion took place regarding the insurance claim against Regional Rubbish. Peters will follow up to see if all of the claim was paid. Pendleton went over a list gathered by maintenance staff regarding various upcoming repairs and purchases that need to be included in the upcoming budget. Sawtelle will be getting prices and quotes on these items so the figure can be used for the budget.

Wedding Discount:

A motion was made by Pendleton to approve a 25% discount for active and inactive members of the military. In addition, it was approved to cover all town employees as well. The motion was seconded by Sawtelle and carried.

Bylaws:

The finalized copy of the bylaws will be voted on at the next meeting. A copy was given to all three commissioners to study and make any final changes to before the next meeting.

Parks Director:

Pendleton has been contacted by a person interested in assisting with writing up help wanted ad and with job description. Pendleton will bring ideas back to commissioners in preparation of advertising for position.

A motion was made by Lane to adjourn the meeting at 7:30P.M., seconded by Sawtelle and carried.