

**Bristol Parks & Recreation
Ellingwood Information Center
September 5, 2023**

Commissioners present: Clyde Pendleton, Laurie Mahan, Sandra Lane

Also present: Shelley Gallagher, Pat Porter

Meeting called to order at 6:05 P.M. with the Pledge of Allegiance.

Minutes:

Laurie made a motion to approve the minutes from the August 15 meeting, approval, Sandra seconded, and motion carried.

New Business

- A. Maine Lighthouse Day is Saturday and the weather is supposed to be good. There is also a wedding that day, but the bride knows it is Lighthouse Day and she has told her guests they should carpool due to parking concerns. There will not be any admission fees, but we will be taking donations and will need to have staff helping with parking. Shelley will bring the lighthouse merchandise to the lighthouse that day and will be set up on a table at the entrance for people to purchase. The artists from the gallery will be set up around the lighthouse grounds all day painting, and they will have a tent and table set up at the entrance to the gallery.

Old Business

- A. The closing dates were discussed for the end of season. The beach will close this Sunday the 9th. Lighthouse Park, Fishermen's Museum, and the Learning Center will close on October 22nd. The Lighthouse Tower and Art Gallery will close on October 9th. Ellingwood will be closed September 11- 18, then will be open Tuesday, Thursday, and Saturdays 10am- 2pm for the fall. The projects to be done for the end of season have been given to the maintenance guys to begin completing. The list includes:
 - a. Winterize the seaweed machine and tractor and put them away for the winter
 - b. Take down the tent at the beach, fold it nicely and put it away. If the canvas can come off without taking down the frame, they can do that as the frame will be ok for the winter.
 - c. Chuck will be replacing the trim under the roof line at Ellingwood.
 - d. Steve will be working on the gutters at Ellingwood to try to keep the stairs and ramp dry for the winter instead of the snow melting straight onto them and freezing overnight.
 - e. Steve and/ or Chuck will be replacing the rotten trim around the windows and roof line at the Learning Center.
 - f. The oil building is now opened, and Jim will sweep it out and remove the chains from inside the building.
 - g. Pemaquid Falls Landing was asked about as the road down to the landing is very rutted and getting very difficult to drive. Clyde said that is the town and Sean would take care of that road so Shelley will mention it to him. Clyde

also said we may want to see about adding barricades to the end of the landing so nobody drives over the edge by accident.

- B. The budget was recapped to see where we are as the season is coming to a close. With the tractor and seaweed machine payments included in the expenses, revenue is still ahead of expenses for the year. We will continue to monitor the budget and purchase items as necessary. The maintenance projects need to be done before they get in worse condition and end up costing more. We will use the Learning Center Capital Reserve to do a lot of the work there as that is not a reserve account that is necessarily needed.

Public Comments

Laurie moved to adjourn the meeting at 7:51pm.