

**Bristol Parks & Recreation  
Ellingwood Information Center  
December 4, 2018**

*Commissioners present: Clyde Pendleton, Sandra Lane, Laurie Mahan*

*Also present: Lara Sargent, Elizabeth Thompson, Seth Fletcher, Pat Porter, Jack Hanson*

*Meeting called to order at 6:02 P.M. with the Pledge of Allegiance.*

**Minutes:**

Mahan made a motion to approve the minutes from November 28<sup>th</sup>, Lane seconded, and motion carried.

**Boxer/Enterprise sign:**

Elizabeth Thompson, who is a volunteer at the lighthouse tower, attended the meeting to discuss a sign commemorating the battle of the Boxer and Enterprise. She is interested in showing the history of this naval battle off Pemaquid Point during the War of 1812. She presented some ideas of things to include on this sign and examples of ways to show the educational information. The group agreed that this is a great idea. Elizabeth will follow up with town officials in Bath that have similar signs and see what grants they pursued for funding. The Commission will wait to get further details about the cost before moving forward.

**Beach Pavilion Design Idea:**

Jack Hanson, a Bristol resident and architect, attended the meeting to discuss his ideas for the beach pavilion design. Jack had reviewed the existing schematic design and believes that the cost will exceed the budget. He believes the fill required for the existing design will cost \$200,000 alone. He presented the idea of having the pavilion built on the existing footprint to save on the cost of the fill. His designs showed a similar building to the existing one but built with different materials such as aluminum and glass/acrylic – like a greenhouse. The Commission appreciated his input and will consider his concerns as the project moves forward.

**Kayak Racks:**

Two Bristol residents (John Stolecki and Katherine Armstrong) inquired about the Parks Department building kayak racks for Hanna Landing. The cost for the parts to build these racks would be roughly \$350. It was suggested that storage fees could be charged to use these racks which could offset the costs to build. Sargent invited Stolecki and Armstrong to a future meeting to discuss more in detail.

**Lighthouse Apartment Rental Contract:**

Pendleton signed the new contract with L. Dewey Chase. Sargent will fill out the Owner Information and send to Sheila McLain.

**Budget:**

A brief discussion took place regarding the 2019 budget. The group decided to meet on 12/11/2018 to start the budget. Sargent will gather and prepare the documents beforehand, so the Commissioners will be able to jump right into the budget planning at the next meeting.

**Merchandise Update:**

Seth Fletcher brought a merchandise “catalog” of creative shirt ideas for the Commission to review. He presented shirts (staff and merchandise) that had line art that his mother had created years ago. He explained that by putting the year on the shirts they could become “collectible” and people might buy shirts each year. Seth explained that the increase in cost could be offset by increasing the price of the shirts since the quality of the shirts would be better. Seth discussed some ideas for displaying shirts in the parks and selling shirts online. He will also research ways for online payment.

**Snack Shack Contract:**

The Commission discussed the contract for the Snack Shack for 2019. The S.S. Minnow had great feedback from this past season, so the Commissioners were happy to renew their contract for 2019. Sargent provided a breakdown of final amounts owed for electricity, cleaning, etc. and will send for final payment. If Warren and Beth Busteed are still interested in running the Snack Shack for 2019, Sargent will provide a new contract to be signed. Mahan made a motion to renew the contract with the S.S.Minnow for the Snack Shack, Lane seconded, and motion carried.

**Public Comments:**

Pendleton made a motion to end the meeting at 8:59, Mahan seconded, and motion carried.

**Meeting adjourned** at 8:59 p.m.