

**Bristol Parks & Recreation**  
**Ellingwood Information Center**  
**August 7, 2018**

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

*Also present: Lara Sargent, Chuck Hanson, Jose Douglas, Todd Richards, Michele Walsh, Pat Porter*

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

**Minutes:**

Lane made a motion to approve the minutes from July 31<sup>st</sup>, Mahan seconded, and motion carried.

**Triathlon Update:**

The triathlon is less than three weeks away and there are currently 89 participants signed up. Sargent provided a diagram of the layout for the Commission and triathlon organizers to review and changes were made to the transition area. Placement of volunteers was discussed, and a map of the route was used to determine where all volunteers will be stationed. Jose Douglas, a Lincoln County Amateur Radio member, offered the services of members of his organization for safety and communication purposes along route 32. An exciting donation by Russ and Sandy Guibord was received this week - a Finish Line from the 1980 Lake Placid Olympics. The Parks Commission is very grateful for this donated piece of history and look forward to displaying it proudly at the triathlon. The Parks Department greatly appreciates the assistance and services offered by so many people and organizations for this event.

**Scavenger Hunt:**

Mary Gauntt, a Parks staff member, created a scavenger hunt for kids to complete when they find out they do not meet the height requirement to climb the tower in lighthouse park. It pains the Lighthouse Park staff to see kids cry when they are not allowed to climb the tower, so she decided to find something else for them to do. Mary came up with the scavenger hunt idea to take place in the Fishermen's Museum. At the end of the hunt, the kids will be allowed to pick a small, stuffed lobster out of a "trap". The Parks Commission agreed that this is an excellent idea. Mary's compassion for all Park visitors is very much appreciated.

**Food Pantry/School Supplies donations:**

Parks has received an outpouring of donations because of messages on the digital sign. Food pantry donations have been consistently coming in to Ellingwood for months. The food is picked up every few weeks by Carol Adams, a food pantry volunteer. There have also been consistent donations of school supplies that are being donated to Caring For Kids for the backpacks they fill for kids at the beginning of school. Pat Porter, a Parks employee and Caring For Kids Board member, has been delivering these supplies as they are received.

**Overhead Door:**

The doors to the shed at the lighthouse are old and need replacing. They blow open or shut with the heavy winds and make it difficult for maintenance and park staff. A quote for an overhead door was obtained that totaled \$988. The Commissioners discussed that for this year the maintenance crew should make repairs to the door as needed but a new door will be budgeted for next year.

**AIA contract:**

Mahan made a motion to accept Theodore and Theodore as the architect for the Beach Pavilion project, Lane seconded, and motion carried. The architect selected for the Beach Pavilion project was Theodore and Theodore. They provided a contract for review.

**OBD BBQ update:**

The BBQ plan changed and the Minnow will be providing the food, drinks and dessert for the chicken BBQ from 5-7pm. The Parks Commission is very grateful to Randy Miller from Newcastle Chrysler for generously donating the money for the Pete Collins band.

**Memorial Plaque update:**

Sargent sent a picture of the lighthouse to the engraving company and is waiting to get the quote for the cost of the bronze plaque and name plates. The Parks Department has received questions regarding a minimum donation for those plaque so the Commission discussed and decided on \$500. Mahan made a motion for the minimum donation to be \$500, Lane seconded, and motion carried.

**Personnel matters:**

Pendleton moved that the Commission enter Executive Session at 9:02 pursuant to Maine Revised Statutes Title 1, Section 405. Subsection 6A for the purpose of deliberating on the evaluation of an employee. The Commission came out of Executive Session at 9:14.

**Public Comments:**

Pendleton made a motion to end the meeting at 9:15, Mahan seconded, and motion carried.

**Meeting adjourned** at 9:15 p.m.