

**Bristol Parks & Recreation  
Ellingwood Information Center  
May 18, 2021**

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

*Also present: Lara Decker, Pat Porter, Alison Lee*

*Meeting called to order at 6:07 P.M. with the Pledge of Allegiance.*

**Minutes:**

Laurie made a motion to approve the minutes from the May 4<sup>th</sup> meeting, Sandra seconded, and motion carried.

**New Signage:**

Lara presented the Commissioners with proofs of the suggested new signs for the parks. These include the following new and/or replacement signs: 1) Parks and Recreation Office 2) Pemaquid River Canoe and Kayak Launch 3) LHP new pricing for children 4) Kayak Rack Rules 5) No Boats within 300 feet of shoreline 6) 2 - Pemaquid Beach Rules (to be displayed in dunes) 7) Pemaquid Beach Park Fees

The quote for all of these signs is \$992.22. The Commissioners are very pleased with the previous signs purchased this year from Maine Printing and Embroidery. Clyde made a motion to order the signs, Sandra seconded and motion carried.

Sandra had asked about putting a handicapped parking sign near the restrooms at Lighthouse Park. The group thought this was a good idea. Lara checked with Bob and he will look for an existing sign to install.

**Snack Shack Equipment:**

Tammy Legault provided some quotes for a sandwich station for the Snack Shack which ranged from \$1955 to \$2239. The Commissioners agreed to purchase this equipment because they prefer that all equipment is owned by Parks. Tammy will continue to research and send an invoice once she finds the best deal. The commissioners agreed to put a maximum of \$2000 on the purchase.

**Gator:**

The Parks Commission discussed selling the Gator to the Fire Department since it has barely been used since 2019. It stopped being used when the boardwalk was installed, and people started getting to the beach on their own using wheelchairs and walkers. The Fire Department needs a new one so it would be used for a good purpose. The Fire Department said the Parks department could use it if it was ever needed for an event. Laurie wondered if the Gator could be shared. The Parks Commission discussed and decided to keep it for now but will let the Fire Department use it when needed.

**Community Garden:**

Beth Polhemus contacted Lara about the idea of a Community Garden. She researched some funding opportunities and sent an outline of her ideas to Lara to share with the Commissioners. She had suggested putting one in at Pemaquid Beach Park and Clyde had suggested one at Ellingwood near the kayak launch. The group wondered how a garden at the beach, near the field, would be watered. The idea of starting with containers was discussed. Lara will ask Beth to scope out a spot at the beach and let the Commission know. Alison wondered if there would be a way to water it at Ellingwood and Clyde suggested putting a new spigot on the Kayak launch side of Ellingwood which would solve this problem. The Commissioners thought this was a great idea. Lara will contact Beth to let her know she could start this project this year if she wanted to, and if she could get a spot rototilled at Ellingwood they would not need to purchase containers.

**Public Water System Grant:**

The Parks Department received a \$5,300 grant through the Wellhead Protection Grant program sponsored by Maine's Drinking Water Program. This grant will fund the costs associated with fixing the water overflow problem at Pemaquid Point Lighthouse Park. The well currently overflows with an abundance of water and even though there is an overflow pipe attached to the well, the water gathers at the site of the well and risks getting contaminated and seeping back into the well. This water also causes a lot of ice to build up in the parking lot in the winter. Parks had agreed to put \$500 toward the project and Clyde suggested part of this commitment could be providing cold patch for the project. Since the grant was for more than that was requested, Lara will inquire to see if Parks still needs to put \$500 toward the project.

**LWCF Grant:**

Lara provided an update on the Land and Water Conservation Fund grant that is being pursued to help fund the walkways and viewing platforms for the Swimming Hole and Fish Ladder Park. The grant is due May 28<sup>th</sup> and most of the grant is complete but there are finalizations to be done within the next week. The Selectboard will vote on applying for this funding at their next meeting, with the town having already voted to approve grant applications at the last town meeting. The most recent site design was received prior to this Parks meeting so the group studied and discussed the plan. This plan will be posted on the town website right away for public comments.

**Park Staff Age Requirement:**

The Parks Department has been approached by numerous 16-year-olds looking for summer employment. The Commissioners decided to change the minimum age requirement to 16 years old from the prior requirement of 17 years old. Laurie made a motion to drop the age requirement to 16 from 17, Sandra seconded, and motion carried.

**COVID-19 Procedures:**

The group discussed more recent changes in COVID-19 precautions. Lara provided the most recent update from Governor Mills. As of May 24<sup>th</sup>, fully vaccinated Americans will not have to wear face coverings indoors. Also, all capacity limits and physical distancing requirements will be lifted in outdoor settings. Indoor limits and requirements will be lifted except for settings where people remove face coverings. Businesses are allowed to adopt policies for their employees or clients (visitors) that either require vaccinations or proof of vaccination in order to avoid wearing masks. Lara will make signs for the restroom entrances saying if visitors are not vaccinated, they need to wear a mask.

**Other Business:****Public Comments:**

Lurie made a motion to adjourn the meeting at 8:26, Sandra seconded, and motion carried.

**Meeting adjourned** at 8:26 p.m.