

**Bristol Parks & Recreation
Ellingwood Information Center
October 19, 2021**

Commissioners present: Clyde Pendleton, Sandra Lane, Laurie Mahan

Also present: Lara Decker, Chris Hall, Paul Yates, Pat Porter

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

Minutes:

Sandra made a motion to approve the minutes from the October 5th meeting, Laurie seconded, and motion carried.

Capital Reserves Transfer:

The transfer to the Capital Reserves, as decided at the prior Parks meeting, has been completed. However, it was discovered that the amount of funding raised toward the sculpture for Pemaquid Beach was \$1,500 instead of \$1,300 as previously discussed. Laurie made a motion to approve the transfer of \$1,500 instead of \$1,300 to be designated for the sculpture, Sandra seconded, and motion carried.

Hanna Landing Roof:

The Hanna Landing roof replacement is complete. Chris said they did a great job and even replaced the trim. Clyde discussed having Parks contribute \$8,000 to the cost of this project. Chris explained that Parks contributing \$8,000 would be very helpful to the town because it would cover expenses without having to take money from Capital Reserves. Laurie made a motion to contribute \$8,000 to the Hanna Landing roof, Sandra seconded, and motion carried.

Hanna Landing Water:

A Bristol taxpayer has expressed interest in paying for a well to be drilled at Hanna Landing. The group talked about why this would be helpful. It would allow people to rinse off their boats or fill jugs of water. Laurie asked if Parks would hire the well driller and Clyde said yes but well drillers are behind right now. Clyde will get an estimate for now. Clyde made a motion to accept her offer and get a price, Laurie seconded, and motion carried.

Maintenance Crew Staffing:

There have been discussions about the Parks Department and Highway Department sharing a full-time employee that would work for the Parks Department for ½ the year and the Highway Department for ½ the year. The group discussed how many maintenance people are needed. After going with two people this year, Clyde feels three is needed. A third person could do a lot of the painting and carpentry and help with the trimming and mowing. This person could also help with Park issues that come up in the off season which would save paying another staff person. Chris talked about a proposed pay grade for this person based on the recommendations from KMA Consulting. A discussion between the departments will take place to create a job description and qualifications for this position.

Triathlon Timer:

Lara contacted two timers asking their availability for August 21 or 28 for the Pemaquid Triathlon. Neither timing company has replied yet to the emails. Clyde suggested that we ask about other dates, such as September 10 or 11. Pat suggested asking the timing companies what dates they have available since Parks is flexible on the dates. Lara will continue to look for a timer for this annual event.

Swimming Hole Railing:

Laurie had received requests to move the railing at the swimming hole. Someone asked if the railing could be moved six feet north because it would make it easier for older people to get in and out of the water. The group discussed why the railing was put where it is, and Clyde thought the placement had to do with how steep access is at that point and is the most difficult place to get out of the water. Laurie got a quick quote from Adam Sprague to move the railing and he thought at least \$1500. Lara will contact Adam to get a definitive quote on another railing.

Executive Session:

The Commission went into Executive session MRSA 405(6A) at 6:57 to discuss recommendations from KMA Consulting on pay grades and rates. They discussed accepting the Grade 5 pay grade for the Parks Director. They also discussed offering a 5% retirement plan with 5% matching. Executive session ended at 7:13. Clyde made a motion to

accept the Town's proposal for the pay grade ranking for full time employees, Laurie seconded, and motion carried. The Commissioners also let Paul know that Parks was in favor of sharing an employee with the town for the Highway Department.

Other Business:

Public Comments:

Sandra made a motion to adjourn the meeting at 7:38, Laurie seconded, and motion carried.

Meeting adjourned at 7:38 p.m.