

**Bristol Parks & Recreation  
Ellingwood Information Center  
December 7, 2021**

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

*Also present: Lara Decker, Pat Porter, Fred Ford*

*Meeting called to order at 6:04 P.M. with the Pledge of Allegiance.*

**Minutes:**

Laurie made a motion to approve the minutes from the November 16<sup>th</sup> meeting, Sandra seconded, and motion carried.

**Highway/Parks Position:**

Fred attended to discuss the position further after meeting last week. Clyde provided an overview of what would be expected for the Parks work. Fred had questions regarding the possible retirement plan that could be offered but a decision has not been made by the town yet.

**Photograph Donations:**

A local photographer, Chesley Farrell, has offered to donate photos to the Parks Department to be displayed and sold. Selling these photos in the Learning Center was discussed but Pat pointed out that his work would be competing with the art gallery at Lighthouse Park. Clyde said it would be ok before or after the Art Gallery opened. However, they could be sold at the beach anytime. Clyde suggested having the proceeds go to a specific project within Parks as a fundraiser. The group discussed that just selling matted artwork, rather than framed, might be an option for the beach.

**Fishermen's Museum Donation:**

Lara read a letter to the Parks Department from John Allan on behalf of the Fishermen's Museum. The letter stated that their number of visitors and donations exceeded the totals recorded over each of the past four years with 35,476 visitors and \$9,365.33. The donation to the Parks Department from the Fishermen's Museum this year is \$5,435.33. The Park Commissioners expressed their appreciation for this and really value what the Fishermen's Museum has to offer to the park visitors.

**Summer Camps:**

A company contacted the Parks Department about offering a marine science camp in Bristol Parks in the summer. This program is a "hands on, feet wet" marine and environmental education-based learning experience, designed for children in grades K-8 and specialized Teen Programs. Campers experience what it is like to be a marine biologist out in the field, learning about and exploring the diverse life found around the Atlantic Coast. Campers take part in many exciting activities including seining, plant and animal identification, water quality sampling, study of tides, marine ecology, and environmental education. Laurie asked how long it is offered and when. The email stated late June to late August. Laurie asked about: space needed, if it could be offered for only one week, how the transportation works, how many leaders per child, who does the marketing/registration and what is the cost. Lara will respond to the email with these questions. It was also suggested that Parks should check with Coastal Rivers Conservation Trust, who also offers programming in the summer, to see if this program would interfere with their offerings.

**Horses on Beach:**

Laurie had a phone call from Stonewall Stables asking if the beach would allow horses from the end of October to March. Sandra said this has been brought up once years ago and it was not allowed. Laurie will tell them if they want to come to a meeting to discuss they can pitch it, but Clyde and Sandra had concerns about horse manure.

**Director Contract:**

Chris has asked that the Commissioners re-write Lara's contract to include the new forty-hour week starting in January and the correct vacation time as stated in the HR manual. Comp time will also need to be clarified.

**Donated Vehicle:**

Clyde had a customer who recently passed away who donated a 2011 Ford Ranger, 2-wheel drive pick-up truck to the Parks Department. It is in great condition with 79,000 miles and no rust. Clyde would like the maintenance crew to use it to drive between the parks instead of the dump truck when possible.

**Beach Wedding Venue Brochure:**

Pat brought a rough draft of a brochure for using the Beach as a wedding venue. The group discussed it and made suggestions. Pat will meet with Lara next week to go over the revisions.

**Roof Projects:**

Since there were no bids on the roof replacements on the Old Rock Schoolhouse roof and Watering Trough, Lara contacted Neal Kimball to see if he would be interested in the project and he agreed to do it in the spring.

**2022 Triathlon:**

A timer for the 2022 triathlon has still been found. The group will wait until a timer is found to discuss Triathlon planning and committees. If a timer is not found, then the event will have to be postponed another year.

**2022 Budget:**

The group started working on the 2022 Parks budget and finished the Revenue projections.

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

Clyde made a motion to adjourn the meeting at 8:42, Sandra seconded, and motion carried.

**Meeting adjourned** at 8:42 p.m.