

**Bristol Parks & Recreation
Ellingwood Information Center
March 24, 2020**

Commissioners present: Clyde Pendleton, Laurie Mahan

Also present: Lara Sargent

Meeting called to order at 6:03 P.M. with the Pledge of Allegiance.

Minutes:

Laurie made a motion to approve the minutes from the March 3rd meeting, Clyde seconded, and motion carried.

Lighthouse Painting:

The Lighthouse Keeper's House should be painted this year. The group discussed putting it out to bid by sending to the newspaper on Monday, March 30th with bids due on May 4th. Lara will draft a bid and send it to the Commissioners and Town Administrator for review. This time frame would allow Parks to apply for a Historic Preservation Grant that is due on June 1st that could help fund this project.

Fee Schedule:

The 2020 fee schedule was discussed with the only change being the admission fee to the beach going from \$4 to \$5.

Bicentennial Grant:

The Bicentennial Grant submitted for the Town of Bristol has been approved for \$9,377. This money will go toward different parts of the Bicentennial/OBD celebration such as music, lectures, staffing fees, etc.

Job Description:

The group discussed a new job description for the Head of Maintenance since some of the job responsibilities could change. A list of current responsibilities includes raking the beach, mowing the ballfield, water testing, PPE inspections, vending machines, chlorinators at LHP, tractor operator, bottle/can returns and communicating with contractors as needed. The Commissioners discussed dividing up some of these tasks among the maintenance crew and then creating a new job description for the Head of Maintenance.

COVID-19:

The recent COVID-19 pandemic has caused the Parks Department to re-evaluate procedures currently and for the upcoming season. The Pemaquid Group of Artists had asked whether their full rent would be due if they were unable to open for part of the season. Since they usually don't open until after Memorial Day, the Commissioners felt that waiting until May to see if there are improvements and revisiting this idea at that time. Lighthouse Parks is scheduled to open on May 6th and the Commission will continue to evaluate the situation as opening day approaches. Ideas were discussed such as not opening the Fishermen's Museum or Learning Center and reminding visitors to stay 6 feet apart when walking the grounds. The tower will not be opening since people cannot stay separated in that small space. The Beach is scheduled to open the weekend of June 13-14 and then full time on June 20 if all goes well. One revision to the safety training for staff will be the addition of a special focus on how to best disinfect spaces. The Commissioners requested that the Parks Department submit a strong press release explaining how people can safely use the parks which includes staying at least 6 feet away from others (not gathering), staying away from the construction site at Pemaquid Beach, not visiting any parks if symptoms are present and possibly utilizing other trail systems in town.

Beach Pavilion Update:

The boardwalk at Pemaquid Beach is complete with a built-in bench on the overlook and it is such a great addition to the park. There are two seagulls built into the siding of the nature center and there will be another on the ticket booth side. The Commission agreed these seagulls are such a nice touch. The cement will be poured in the covered eating area in the next few weeks. The overhead door in the nature center will also be installed in the next few weeks.

Public Comments:

Meeting adjourned at 8:00 p.m.