

**Bristol Parks & Recreation
Ellingwood Information Center
August 18, 2020**

Commissioners present: Clyde Pendleton, Sandra Lane, Laurie Mahan

Also present: Lara Sargent, Pat Porter

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 August 4th meeting, Sandra seconded, and motion carried.

Maine Better Transportation Association Auction:

Sheila McLain has asked if the Parks would be interested in donating a free rental weekend at the lighthouse apartment to benefit the Maine Better Transportation Association. It would be two nights in the off-season so it would not hurt the chances of a paying renter. She thought this would be a good idea since it benefits the town to support an organization that helps bring people into the State. Pat said this organization promotes bus, train, and ferry transportation. Clyde made a motion to donate a weekend in the offseason, Sandra seconded, and motion carried.

Apartment Rental revenue has decreased significantly due to COVID-19. A suggestion was made that the pictures of the lighthouse apartment be posted on Facebook to help increase revenue from the rental. Laurie posted a link to rental information on the parks Facebook page.

Ellingwood Hours:

The group discussed when Ellingwood would no longer be staffed full time since visitors at Ellingwood have slowed down. Clyde said to stay open until Labor Day weekend and then stay open weekends until the second Parks meeting in September so the Commission can revisit.

Blower:

Clyde had suggested getting a handheld battery powered blower for Parks. It could be used to clean the sand off the boardwalk and pavilion area. The group thought this was a great idea and discussed including this in the budget for next year.

Weddings - chairs:

There have been many inquiries into larger weddings at Lighthouse Park and Pemaquid Beach Park. Currently there are chairs at LHP, and Lara wondered if Parks should budget to purchase chairs to be stored at the Beach for weddings that take place there.

Receptions were discussed due to an inquiry about a large reception next year at Lighthouse Park. Holding a large reception during hours the park is open would impact paying visitors. Lara suggested that receptions at Lighthouse Park be limited to small parties of 50 or less in the Learning Center. The group discussed weddings/receptions at the beach and ideas for a full ceremony and reception package. Lara will speak with Beth Polhemus about ideas for this.

Other New Business:

The maintenance crew is building a gate on the tractor path to prevent people from using the access path from the beach. It is the first step to closing off the access path. Another gate at the other end will be needed as well.

Lara spoke with the Code Enforcement Officer, Joe Rose, about trimming the large tree blocking the beach view. He said Parks could trim 30% of the tree and any dead branches. This will allow Parks to trim the bottom branches to open up the view of the water.

The tractor has been looked at and Union Farm is waiting for parts to fix it. It will probably be about \$1200 in parts and 4 hours of labor so should be around \$1600 to fix.

The digital sign sensor had stopped working which prevented the remotes from being able to change the messages. Clyde and the maintenance crew were able to install a new sensor and now the remotes work, and the messages can be updated.

Maine Tourism Website:

Pat provided a write up for the Maine Tourism website that the group reviewed. Once Pat has the correct information posted, Parks will have access to the website and can make changes as necessary. The Commission appreciates the effort that Pat has put into this.

Old Business:

The painter at Lighthouse Park scraped one side of the bell tower and the shingles started to fall off. Clyde had him stop scraping and to leave the other three sides as is and paint over the scraped side for now because the shingles will need to be replaced. There were also a lot of clapboards that need to be replaced on the Keeper's house and the Fishermen's Museum door needs to be replaced. Parks will try to get a grant to help with these expenses.

Executive Session:

The Commission went into Executive session MRSA 405(6A) at 8:00 discuss staffing issues. Executive session ended at 8:28.

Public Comments:

Meeting adjourned at 8:40 p.m.