

**Bristol Parks & Recreation
Ellingwood Information Center
May 1, 2018**

Commissioners present: Clyde Pendleton, Sandra Lane, Laurie Mahan

Also present: Lara Sargent, Sarah Plummer, Michele DiGirolamo, Tammy Legault

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

Minutes:

Pendleton made a motion to approve the minutes from April 24th, Lane seconded and motion carried.

Yoga @ the Beach:

Sarah Plummer and Michele DiGirolamo attended the meeting to discuss their Yoga @ the Beach program. The class is Tuesdays and Thursdays at the beach from 8-9 am. Their biggest class is 28 and smallest class is 5 or 6. The Commissioners agreed that everything last year worked really well and expect this to be another great year.

Snack Shack contract:

Tammy Legault attended the meeting to discuss the new Snack Shack contract. There are areas under the equipment that need to be cleaned. Tammy will get a quote from someone to clean that area and let the Commission know the price. They will also be applying some new paint that will be easily washable. The group went over the contract together.

Fishway:

The Town of Bristol is researching a new fishway and requests support from the Parks Department. Parks would like to show it's support for this project by researching and applying for grants for this project. Mahan made a motion for Sargent to research and apply for grants for this project, Lane seconded and motion carried.

Historic Preservation:

The Parks Department has been in contact with the Maine Historic Preservation Commission (MHPC) to request their support for the roof project at Lighthouse Park. They had provided guidance for the color and types of shingles for the roof replacement. Sargent initiated a Section 106 review through the MHPC and is waiting to hear back from FEMA regarding next steps for funding support. Sargent provided the Commissioners with a copy of the recommendations from MHPC for future projects for Pemaquid Point Lighthouse.

Energy Audit:

Sargent has left messages with a variety of companies regarding an energy audit for the Keeper's House at Pemaquid Point. There is an upcoming grant that Parks would like to apply for and it requires an energy audit report. The Commissioners discussed that an energy audit would be beneficial to have for making decisions regarding future renovations and upgrades.

Plant License:

The Commission discussed the idea of selling perennials at Lighthouse Park (LHP). Many plants there need to be divided and visitors show so much interest in the gardens that the commission feels that selling some plants would be a great way for people to take home a piece of LHP. Sargent researched the necessary licenses needed and found that a License to Sell Plants can be obtained through the Maine Department of Agriculture, Conservation and Forestry for a fee of \$25. Sargent will send in an application for the Parks.

Team Leaders:

The Commission previously discussed the idea of Team Leaders for the Lighthouse and Beach staff. The Commission voted that the Team Leaders will get a raise for this position since it includes more responsibility.

Staff Shirts:

Parks is in need of more staff shirts. Sargent will order multiple sizes of both the collared shirts and T-shirts.

Signs:

Parks discussed getting different signs for the season. Sargent will work on making a sign for The Fishermen's Museum and search for a Service Dogs Only sign for The Fishermen's Museum as well.

Public Comments:

Pendleton made a motion to end the meeting at 9:10, Mahan seconded and motion carried.

Meeting adjourned at 9:10 p.m.