

**Bristol Parks & Recreation
Ellingwood Information Center
June 6, 2023**

Commissioners present: Clyde Pendleton, Laurie Mahan, Sandra Lane

Also present: Shelley Gallagher, Pat Porter, JoLynn Bonin, Hannah McGhee, Andrea Perley

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

Minutes:

Laurie made a motion to approve the minutes from the May 16 meeting, approval, Sandra seconded, and motion carried.

New Business

- A. JoLynn Bonin wanted to discuss a Plein Air event July 22 for Saltwater Artists Gallery. Part of their mission statement is to provide art within Bristol and she wanted to ask if Parks would be willing to sponsor part of the event with free admissions for the artists. There are currently 14 artists registered, but there may be up to 25 total, though there is not a registration cut off number. She brought the advertising for the event that is already online and has been sent out to show where the sponsors are located. The Commissioners questioned why she would begin advertising an event at Pemaquid Point before speaking with them. There was also discussion about if they were planning to sell any of their art on site as that would not be permitted as the Pemaquid Artists Group is on site and pays for their art to be sold at the gallery there. They said they would be selling their art at the Seagull Shop and their own gallery so they would not sell at the lighthouse. The Commissioners said they were not sure if they would sponsor, but if not, the 10 punch pass would be a good option as it is a discounted rate. JoLynn was also told if she wanted to do the event again, please come to a meeting before beginning advertising and there would be a better chance of being given a sponsorship. They agreed the event sounds great, but the process she went about doing it with the Parks Commission being the last to know about it was not the right way to do it.

Old Business

- A. Hannah McGhee, one of the race co- organizers came to give an update about the triathlon. There are currently 55 registrations, and there are a few sponsors already in place. Maine Kayak will be doing the kayak support for the swim portion, and she was wondering if we knew who had previously done the boat support for the swim. Laurie said Robin usually does that with their boat, but he will not be able to do it this year. Shelley will check to see if the Fire Department would be able to bring their safety boat. The local Ham radio operators will be doing communication support throughout the race. There is still a need for lifeguards, and also more volunteers. Shelley and the Parks Commissioners will work on finding people to help with that. Parks will also provide snacks and water for the race. Hannah asked who did the buoys previously. Apparently they were difficult to see with the surf so she wanted to know if there was a way to attach anything or use different buoys that may be more

- visible. It was suggested to ask Sheila if they have flags to put on the buoys that are used for the lobster boat races. Those are all of the updates. Hannah will add Shelley to the google dogs triathlon to add volunteer information and see all of the documents for the race.
- B. The 2 roofing bids were closed at 3:00pm on June 6. Parks received 3 bids for the Bell Tower project at the lighthouse, and 2 bids for the Rock School House and Water Trough project.
- a. Bell Tower bids to include removal of all old shingles and installation of new cedar shingles
 - i. New Harbor Marine bid was \$44,140
 - ii. ABL Roofing bid was \$23,000
 - iii. JB Roofing Systems bid was \$24,735
 - b. Clyde made a motion to accept the ABL Roofing bid, Laurie seconded the motion, and it passed unanimously.
 - c. Rock School House and Water Trough bids to include removal of all shingles and installation of new cedar shingles
 - i. ABL Roofing bid was \$19,250
 - ii. JB Roofing systems bid was \$24,799
 - d. It was unclear on the bid if the horse trough was included in the ABL roofing bid so Shelley will reach out to get clarification on that. A motion was made by Clyde to accept the ABL Roofing bid with the caveat that if the bid changes, the approval can be cancelled. Laurie seconded the motion, and it passed unanimously.
- C. Shelley made a pass for summer camps to use at the lighthouse and the beach to make paying easier for the camps and for the parks. Parks will no longer invoice the camps so they need to either pre pay, or pay when they arrive. The new Camp Van Pass is a 10 punch van pass for camps to use. Van entrance is \$40 at both the lighthouse and the beach so the 10 punch pass will be \$400. Camps can pay by credit card and we can either mail the passes to them, or they can pick them up. The benefit for camps to purchase the pass is it can be used at either location, and it will not have an expiration date so if all of the visits aren't used this summer, they can use them next summer. Clyde made a motion approve the Camp Van Pass for \$400, Laurie seconded the motion, and it passed unanimously.
- D. The VPN at Ellingwood is having issues. The new 2 factor authentication being done by many sites like google and windows is affecting our system. The main town server is being updated to comply so we will need to change our VPN in order to comply and be able to continue to remotely access the server. The options are a version that is \$9 per person per month, or a version that is a new firewall for us that is a one time \$469 fee. The one time fee makes the most sense because it will be less expensive in the long run so Laurie made a motion to accept option 2 of the new firewall, Clyde accepted, and it passed unanimously.

Public Comments

Andrea Perley wanted to come to speak on behalf of the Veteran's Committee to update where they are and what their future build out plans are for the Veteran's Memorial Walkway. She brought an overhead map of the park to scale with markings to show where they want to add service branch flagpoles, benches, and picnic tables. She also

spoke about wanting to add a sign for it underneath the Ellingwood Park sign that would look similar to it. She left the map with the information on what they hope to do for the Commissioners to look at and discuss at a later time.

Clyde moved to adjourn the meeting at 8:30pm.