

**Bristol Parks & Recreation
Ellingwood Information Center
November 15, 2022**

Commissioners present: Clyde Pendleton, Sandra Lane, Laurie Mahan

Also present: Shelley Gallagher

Meeting called to order at 6:05 P.M. with the Pledge of Allegiance.

Minutes:

Laurie made a motion to approve the minutes from the November 1 meeting, approval, Sandra seconded, and motion carried.

New Business

- A. Clyde got quotes to replace the door at the gatehouse at the Lighthouse. The lock has not been working, but with the door also getting rotted and having issues this summer it was decided it may be better to replace the whole door instead of just replacing the lock. We also found out over the weekend that the heater was not working and it made the apartment smell really strongly of kerosene. The issue we are having is the unit is discontinued, and parts and service aren't readily accessible. Shelley has called all of the heater repair places and none service Monitor heaters anymore. We found out Vintage Heating out of Bath does service them, but Bristol isn't really in their service area. We have a call in to see if they can come out to repair the heater before the next renters check in on Saturday. With the potential cost of the repairs and possibly replacing the heater the door was put on hold. Shelley did find grants available for installing heat pumps to replace fuel and have estimates set up with 2 companies to see what the cost would be.
- B. Clyde, Sean, and Shelley met to look over a job description for the Parks and Highway shared position. We would like to advertise the position asap and hopefully get applicants before spring next year. The pay rate will be decided when we get a copy of the Town's pay scale for positions. Laurie made a motion to approve the job description, Sandra seconded it, and it was unanimously approved. It will be sent to Rachel to give to the Select Board for their approval. Once they approve it will be advertised.

Old Business

- A. The fiber optic will be installed at Ellingwood this Friday the 18th. For the beach fiber, there is a construction charge because of the distance to run the wiring from the main road. The fee is about \$1200, but they will do it for \$500 if we offer public wifi. This was approved unanimously and we now just have to wait to see when they can do the install for the lighthouse and the beach.
- B. The lobster traps are decorated, and will be placed the day after Thanksgiving around town. The lights are up at the lighthouse and we will turn them on, as well as lights in the trees at Ellingwood. Sandra is going to get the wreaths to be placed at our buildings, and Clyde will put up the big one at the lighthouse.

Laurie moved to adjourn the meeting at 8:11pm.