

**Bristol Parks & Recreation
Bristol Town Hall
May 17, 2016**

Commissioners present: Clyde Pendleton, Sandra Lane, George Sawtelle

Also present: Will Kefauver, Barbara Applegate, Pemaquid Campground campers, Marty Welt, Bob Kline, Kristine Poland

The meeting was called to order at 6:00 p.m.

Minutes:

A motion was made by Sandra Lane to approve the minutes of May 3, 2016. The motion was seconded by George Sawtelle and carried.

Art Gallery:

The art gallery is opening June 5th for the season. Routine maintenance in the gallery is generally addressed by parks' maintenance crew prior to the beginning of the season. Kefauver and Applegate inquired about panel painting and floor cleaning. The commissioners will check with the maintenance crew to be sure it is on their docket. Kefauver reminded the artists of the need to obtain passes prior to entering the park. Pendleton stressed open lines of communication and equity in the way passes are handled. Park staff was commended for letting visitors know about the gallery when they pay for admission at the ticket booth.

Campground Passes:

The commissioners discussed the possibility of issuing individual passes to campground residents at their last meeting. They are also considering a pass for other non-residents, but this is less likely. The general consensus from the campers is that the current policy is unaffordable for individuals who camp for the entire season and enjoy use of the parks frequently. The commissioners' intend to keep the parks self-sustaining. This issue will be discussed at the next regular meeting, Tuesday June 7th at 6:00 pm.

Ballfield:

The top for the fence was ordered from Sports Fields and 10 boxes will be shipped to the Town Office. Pendleton is obtaining prices for 15' or 21', 3 seat bleachers.

Payroll:

The museum attendants' pay will be adjusted to \$13.00 per hour once it is determined that they are complying with the job description for the position.

American Lighthouse Foundation:

The intent of the volunteer pass is to allow entrance to the park while an individual is volunteering in the tower. The commissioners requested a list of volunteers and a schedule so that booth attendants will know who is entering the park to work. Welt produced a list of volunteers, but is unable to produce a schedule because it regularly changes without advance notice. Generally there are two shifts per day, with two people working per shift. Marty Welt does all of the scheduling himself, but every day can bring different challenges with regard to staffing. At the Park Commissioners' request, Welt will put out a memo to all ALF volunteers that their passes may only be used while they are serving in an official capacity. Bristol residents

must obtain a regular season pass for leisure activities. All volunteer organizations who conduct activities at Lighthouse Park or Beach Park are required to follow the same process.

Commissioner Shirts:

Lane ordered teal shirts for the commissioners. The staff will be issued blue shirts.

Job Applicants:

Discussed beach staffing needs. Staff is expected to work either 36 hour or 27 hour weeks, 9 hours per day 7:45 to 5:15.

Meeting Schedule:

The commissioners will meet the next two Tuesdays at 6:00 pm at the Town Office. These meetings will be considered “workshops” that are open to the public, however there will be no opportunity for public comment.

The meeting adjourned.