

**Bristol Parks & Recreation
Ellingwood Park Information Center
June 14, 2016**

*Commissioners present: Clyde Pendleton, Sandra Lane, George Sawtelle
Also present: John Allan, Kristine Poland*

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

Minutes:

A motion was made by Pendleton to approve the minutes of June 7th as written. The motion was seconded by Sawtelle and carried.

John Allan:

Museum – The commissioners inquired about cleaning the Fresnel lens on exhibit in the museum. Allan confirmed that it's okay to clean the lens with Windex.

Extra items that are not on display in the museum may be moved to the Learning Center. Allan will check for items that have close significance to the area. Allan also had a map with pictures of lighthouses framed for display on the back wall of the museum.

There was a general discussion regarding the history of the Pemaquid Point area. Allan would like to scan historical photos. A looped film depicting lobster fishing may be exhibited at the Learning Center. David Svens utilized a drone to film Lighthouse Park. Allan plans to show the film in the museum.

Ballfield – Allan provided plans and information on the ballfield to the sitting Parks Commissioners following the end of his term. At the time of the ballfield's construction, the State of Maine department of works provided plans free of charge to the Town. It's possible that documentation may be in the attic of the Town Office, but it has yet to be located.

Pay Progression:

Discussed pay based on tenure. The commissioners are considering a .50 cent increase for new staff members following 30 days of service. If they decide to return the following year, they would receive an additional \$1.00 per hour.

Scheduling:

Pendleton is preparing a work schedule for June through August for Beach Park. A cap on the cost of steel toe boots was also discussed.

Floats:

The commissioners would like floats to be registered in a similar way to moorings. They plan to assess a one-time registration fee of \$10.00 or \$15.00 per float to cover costs associated with administration. Pendleton suggested use of a branding kit to burn numbers into the floats rather than using metal tags. Floats being removed in 2016 may be assessed a registration fee that is separate from the \$75.00 annual fee already assessed for float storage. This item will be voted on at a future meeting.

Area Maps:

Corrections will be made prior to printing of this year's maps. The font used on the map will be changed to give the map a more modern look.

Executive Session:

A motion was made by Pendleton to enter executive session pursuant to 1 M.R.S.A. § 405 (6) (A) to discuss a personnel matter. The motion was seconded by Lane and carried.

Resignation:

A motion was made by Pendleton to reject the resignation submitted by Craig Elliott. The motion was seconded by Lane and carried.

Shower Tower:

A 6-sided shower tower made of composite material will be purchased for Beach Park at a cost of approximately \$2,695. The tower will be freighted directly to Beach Park.

Parks Director:

Discussed job descriptions for a Parks Director in general. Pendleton has gathered samples for review and a description will be created based on those examples.

The meeting adjourned.