

**Bristol Parks & Recreation  
Bristol Town Office  
December 22, 2016**

*Commissioners present: Clyde Pendleton, Sandra Lane, George Sawtelle  
Also present: Lisa Peters and Sandee Brackett*

The meeting started at 4:20 p.m.

**Minutes:**

Pendleton made a motion to accept the minutes from December 16<sup>th</sup>, December 7<sup>th</sup>, December 1<sup>st</sup> and November 15<sup>th</sup>. Sawtelle seconded and motion carried.

**Internet:**

Peters presented information regarding savings benefit of dropping the internet at the Beach and LHP booth locations. This cannot be done until those accounts come off of seasonal service in the spring, so that will be done at that time.

**Wedding Policy:**

It was discussed that there is currently no policy regarding wedding refunds. This will be done in the future. A situation has come up recently regarding cancelation of a wedding scheduled for the summer of 2017. Lane made a motion to refund 90% of the cost to this particular person based on the amount of notice given. Sawtelle seconded and the motion was carried.

**Pemaquid Group of Artists:**

A letter will be sent to them regarding the upcoming season and the changes in their rental contract. The letter will advise them that their yearly payment will include in it the electric costs incurred for the season, instead of invoicing them separately at the end of the season. This past season's electric costs will be sent with the letter.

**Bylaws:**

The vote on the bylaws was tabled due to the revelation by Sandee Brackett that there are existing bylaws in a filing cabinet at the lighthouse. Those will be perused before approving the new ones.

**Snack Bar:**

The electricity costs for the Snack Bar will be included in the yearly contract price, the same as it is now for the Art Gallery.

**Learning Center Electric:**

A discussion took place regarding the high electricity bill for the Learning Center, even after the season is well over. Pendleton will look into this to see if the water needs to be left on year round or not.

**Parks Director:**

The Parks Director position was discussed briefly. One of the main requirements has to be grant writing ability. More discussion on the ad and requirements will take place at the next meeting.

A motion was made by Lane to adjourn the meeting, seconded by Sawtelle, motion carried.  
Meeting adjourned at 6:00p.m.