

Scribe Sheet

Date: September 04, 2018

Time: 6:05 PM

Scribe: Sarah Capron

**Present: Bruce Wright, Sarah Capron,
Marc Bard, Josh Sanders, Sally Davidson-Chairman**

Public Participants:

Absent: Susan Wright

Meeting Adjourned at (time): 8:15 PM

Next Meeting Date: October 2, 2018

These minutes are subject to approval at our next Recreation Committee Meeting.

Topic Discussed	Summary of Topic Discussed	Decision/Action to be taken	Deadline/Person Responsible	Action Item Completed
Meeting Called to order	6:10pm			
Roll Call	To approve the minutes of the last meeting.	Josh Sanders made the motion to approve the minutes as presented; seconded by Bruce Wright. Vote-3-3-0. The 3 new members abstained as they were not at the meeting.		
Approval Of Minutes; August 7, 2018	Sarah Capron made the motion to approve minutes, Seconded by Marc Bard	1 abstained 2 approved	N/A	
Approval of Park Use Applications	A request came in to extend a field use from a prior request. Discussion ensued again about the terms on the Field Use Form. The committee decided to bring the application to the selectboard. Discussion focused on wanting to encourage the use of the fields and that the fees are preventing people from wanting to use them. It was noted that a birthday party was held at the field without a request and that it really is the people being honest that are making the payments. The recreation committee does not see the fees as a benefit to the parks or the town. The recreation committee would rather see local sports programs participate in maintenance of the fields in order to feel more ownership of their use.	Sally Davidson is bringing the applications to the selectboard meeting to discuss reconsidering usage funds/ fees /donations related to use of the field.	Sally Davidson	
Treasurer Report	Reviewed accounts. We overspent on bathrooms but that was expected as the design was changed to block.	Committee will look into fundraisers to offset spending	N/A	

<p>Old Business</p>	<p>a) Bathrooms- Bathrooms have already been vandalized. A suggestion of cameras was made but the committee did not feel they are necessary at this time. The committee decided to revisit and inquire about the locking of the park gate and bathrooms.</p> <p>b) Pavers around bathrooms- The committee would like to sell pavers from now until spring to help offset the costs associated with the new buildings at Memorial Park and to replenish funds for future projects. The committee is looking for up to 700 pavers with a goal of selling 250. The pavers will be installed in 2019. We are waiting for a response from Sally Pedley about the pavers, however, understand that the Labor Day events were busy for all.</p> <p>c) Pavilion- Discussion was had about the completion of the pavilion. The pavilion was found not to be completely level and not plum. Conversation was had about the contract and whether the committee received what was agreed upon.</p>	<p>The committee will have the town manager follow up with the police department to see if the gates are being locked at night and unlocked in the morning as agreed upon. A set of bathroom keys will be given to the department to lock the bathrooms as well as the gate.</p> <p>Lyn Doney will be asked about the chain that is locked at the field that the committee needs either a key or a combination to.</p> <p>The committee will try hard to sell pavers at as many events as possible until spring. Including but not limited to: Night on the Common (9-18-2018), Clean-up days (09-22 & 23-2018), Trunk or Treat (Halloween night), Holiday on the Common, Spring Fling.</p>	<p>Assigned to Ken Goslant to follow up with the town manger, if possible, to see about this being taken care of.</p> <p>Chain assigned to Lyn Doney to follow up with.</p> <p>Everyone on the committee will advertise and help sell pavers</p>	
<p>New Business</p>	<p>a) September clean up days N.U. Volunteers, Darn Tough of Vermont Volunteers, and townspeople.</p> <p>The recreation committee would like to focus Memorial Park: repairing and installing fencing by the bathrooms (lead by Bruce), staining and painting bleachers/ dugouts etc (lead by Marc), repairing stairs to the upper playground (lead by Josh) and other smaller items. Sally will ask Frank Hall about (re)screening the dugouts. Susan and Sarah will come up with a system for distributing lunch tickets for clean up day.</p> <p>b) Advertising The committee split up advertising methods for pavers, clean up day and trunk or treat.. Sally will create a flyer for all but Trunk or Treat, Susan has the flyer for Trunk or</p>	<p>Sally will organize volunteers from Norwich and Darn Tough</p> <p>Sally will ask Frank Hall about overseeing screening of dugouts</p> <p>Everyone will advertise for pavers</p>	<p>The recreation committee:</p> <p>Marc will post sandwich boards</p> <p>Sally will advertise</p> <p>Sarah and Susan will help with organizing lunch distribution</p> <p>Marc will oversee painting, Josh will oversee stairs, Bruce will oversee fencing</p>	

	<p>Treat. Marc will post signs on sandwich boards, Sarah and Josh will bring flyers to local businesses.</p> <p>c) Project Managers for Specific Jobs-Materials list</p> <p>d) Night on the Common: The committee will have a table at this event. Marc will bring the tri-fold he and Sally created. Updates will be made. Sally will see about borrowing a table or 2 from the library community room. Pavers will be advertised for purchase. Clean up day flyers will be available at this event along with trunk or treat if ready.</p> <p>e) Bike Path Members of the committee walked a potential path that will extend and connect with Falls Field from Memorial Park. Marc will follow up on this</p> <p>f) Trunk or Treat (5:30-7:30) Susan is heading this off. Advertising will begin one month prior to the event. Josh and Sarah will visit local businesses to get them on board for this event. One suggested was to turn the cars so that the trunks are facing the street instead of the sidewalk to allow for more room to trick or treaters.</p> <p>g) Fundraisers- Sally found a fundraiser with Applebees. The committee supports this but was wondering if we had options for a fundraiser that would also support a local business. "Pizza for the Parks"?</p>	<p>Bruce will follow up on cost of pavers and etching.</p> <p>A fee of \$100 a paver is being considered.</p> <p>Sally will look into borrowing a table from the community room.</p> <p>Marc will bring a tri-fold.</p> <p>Sarah needs to check schedule for volunteering.</p> <p>Flyers for events will be made and available by Sally, Marc, Susan?</p>	<p>The recreation committee</p> <p>Susan Wright</p> <p>Sally will look into this.</p>	
Public Participation (Unscheduled)	None			
Board Members Comments	Pool proposal that was brought to the Recreation committee's attention	Sarah will draft a letter as the proposal was something of interest to the committee		
Adjournment	Meeting adjourned at 8:10pm			