

TOWN OF HIGHGATE

Parks and Recreation APPROVED MINUTES July 5, 2016

I. CALL TO ORDER

The meeting was called to order by Ty Choiniere at 6:00 pm.

Present at meeting:

- **Parks and Recreation Board Members:** Ty Choiniere, Danielle Pothier, Liza Comiskey, Karen Gagne Fortin.
- **Guests:** Betsy Fournier, Richard Flint

II. AGENDA

A. Public Comments

No public comments.

B. Secretaries Report

Liza Comiskey motioned to approve June 7th meeting minutes. Karen Gagne Fortin seconded the motion. Motion carried unanimously.

Amend Agenda to move Betsy Fournier to beginning of agenda.

C. Old Business

Walking Path Event

Betsy Fournier, RiseVT advocate, will be taking back walking path signs due to bubbling. Walking Path Ribbon Cutting ceremony would be a great way to kick off fall soccer and could also coordinate this event with school open house. Story walk/ribbon cutting will take place on Saturday September 10th at 10 am. RiseVT to help coordinate event. Story walk to also include: bouncy house (Jazz entertainment), smoothie bike, outdoor jenga and Yahtzee. Will also promote a clean-up day for the walking path to remove any brush, leaves and add stone as needed (Andy to supply/bring stone). Clean-up day will take place August 20th at 8 am. Betsy to coordinate marketing materials for both events. MVU high schoolers would be great volunteers for this event and could also get credit for community service.

Liza will check with PTKO to ensure there are no conflicts with these dates. Betsy to contact school board to discuss the following: installing rec signs on walking path, adding cross walk and extending parking lot to better utilize green space in front of parking for walking path to ensure safe use of path. Richard indicates that black top will be added next summer to this parking lot. Next School board meeting is scheduled for July 30th. Richard and Betsy to discuss at next school board meeting.

Highgate Parks and Recreation Improvement Efforts

Betsy provided insight regarding the operations of Swanton Parks and Recreation. They pay for a website which includes registration capabilities. The website has a one-time set up fee and monthly fee. If we switched to this type of format, we would need to increase our registration fees. However, it would be highly efficient as it can create a coaching and participant database. Could find a sponsor for webpage to assist with cost. Betsy to follow up with more information regarding website vendor.

Liza made a QR code, which will be placed on registration forms and links to Facebook page. Will now use QR code on marketing materials to increase followers on Facebook page.

Fall Sports

No registrations have been received as of yet. Fall sport information is included on Town sign, Town Facebook page and P&R Facebook page. More information to go out in Messenger with request for volunteer coaches.

New Events – Fun Run

Richard stated that walking path may be extended through Cassidy property. Liza and Richard would like to coordinate a Fun Run (with help from RiseVT) and/or Cross Country meet for Tuesday and Thursday running from June – August for next year.

D. Treasurer's Report

All purchases discussed at last meeting were made (split rail fence, soccer nets, player benches, etc.).

E. New Business

Need to prioritize capital budgets (urgent, 1 year, 3-5 year). Capital investments to discuss:

Storage building – Need to get estimate for what it will cost. This would be used for soccer nets, supplies, etc. Could place near cell tower.

Lawn Tractor – (3-5 year) need to get a bid.

III. ADJOURNMENT

Motion made by Liza Comiskey to adjourn the meeting. Karen Fortin seconded the motion. Motion carried unanimously at 7:41 pm.

Minutes typed and submitted by Danielle Pothier

Minutes approved by:

Date