

**Highgate Recreation Commission
Board Meeting Minutes
Tuesday, October 2, 2018**

The Highgate Recreation Commission board meeting was called to order at 5:30pm by Ty Choiniere. The meeting was held at the Highgate Arena Office. Board Members in attendance were:

Ty Choiniere, Chairman

Brian Spears, Director

Mark Gilbert, Co-Chair

Brian Fortin, Director

Karen Gagne Fortin, Secretary

Rob Sweet, Recreation Director

Ryan Maskell, Director

Public Comments: None

Secretary's Report:

The secretary's report from the September 18, 2018 meeting was reviewed by all in attendance. A motion was made by Brian Spears, to accept the minutes. Seconded by Brian Fortin. All in favor, motion carried.

Financial Report:

The financial report was reviewed by all in attendance. A motion was made by Mark Gilbert to accept the check warrants. Seconded by Brian Fortin. All in favor, motion carried.

A motion was made by Brian Fortin to accept the payroll report. Seconded by Mark Gilbert. All in favor, motion carried.

Ty Choiniere stated he would ask Shelly Laroche about the registration fees for the Cross Country.

Ice Schedule:

Karen asked when the board wanted the Co-Ed Pick-up hockey was going to start. Everyone was in agreement for October 12th 8:30pm-9:30pm Karen will send Rob the template for the punch cards.

Karen stated that Public skating is scheduled to begin on Sunday, October 14th from 2:30pm-4:15pm. Karen asked if the fee was going to stay the same. Mark Gilbert suggested changing the family pass fee to \$75 per family. The weekly fee will remain the same \$3 for adults, \$2 for students, and under 5-year olds free. Highgate residents will receive the 10% discount with the Highgate Resident card they can receive from Wendi, the Highgate Town Clerk.

It was decided that we will offer a punch card this year for Stick and Puck. The punch card will cost \$40 for 10 punches or \$5 per session.

Karen will meet with Rob on Thursday to continue to go over the ice schedule.

Fun Run:

Ty Choiniere stated that the Highgate Recreation has an Invitational Fun Run scheduled for Saturday, October 6th. Registration will begin at 8:30am. Karen stated she can help Ty with the registration.

Director's Report:

Rob Sweet stated that we the Zamboni have been ordered and should arrive next week.

Project update: The locker rooms bathroom doors for the locker rooms are on backorder and will be installed on Thursday. Dividers will need a 3-week lead time.

Plumber: Rob put a list together for Ryan Maskell. Waterline needs to be hooked up into the building. The valve and line blown out. Install a cold waterline overhead the Zamboni and potable water in the Zamboni room. The boy's varsity toilet is not working. It was suggested to contact Drummac to scope the pipe to find the issue.

Lighting Project:

No update. Rob will contact Luc Choquette tomorrow for an update on the status of the lights.

Soccer Review:

It was suggested to review the soccer program at the next meeting and send out an end of the season survey. The cost of soccer and cross-country shirts was \$919.

Basketball registration is up and running.

Zamboni schedule will have the similar schedule as last year. Brian Spears will work Monday-Friday.

Bernie Delorme will clean the building on Mondays, Wednesdays and Fridays.

Advertising: A review of the advertising contract was made by all in attendance. Ryan Maskell made a motion to accept the advertising with approved changes. Seconded by Mark Gilbert. All in favor, motion carried.

Men's League:

The Highgate Recreation Men's League currently has 5 teams with game slots at 5:45pm and 7:00pm. Each team will have 16 games. \$1600 per team with \$400 from each team to pay the referees.

A motion was made by Ryan Maskell to enter executive session with Rob Sweet present. Seconded by Mark Gilbert. All in favor motion carried.

A motion was made by Ryan Maskell to exit executive session. Seconded by Mark Gilbert. All in favor motion carried.

The next Highgate Recreation Commission Meeting will be held on Tuesday, October 16th at 5:30pm.

A motion was made by Ryan Maskell to adjourn the Highgate Recreation Commission meeting. Seconded by Mark Gilbert. All in favor, motion carried.

Minutes Submitted by

Karen Fortin
Highgate Recreation Commission Secretary