

**Highgate Recreation Commission  
Board Meeting Minutes  
Monday, April 1, 2019**

The Highgate Recreation Commission (HRC) 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 Fortin, Director
Mark Gilbert, Co-Chairman	Ryan Maskell, Director
Karen Gagne Fortin, Secretary	Brian Spears, Director
Dan Beauregard, Recreation Director	

Members Absent: Lucas Tatro, Director

Guests: Zack Foy, Michelle Foy and Randy Connelly, Selectman

**Public Comments:** Zack Foy from Boy Scout Pack 823 presented the Highgate Recreation Commission (HRC) a check for \$169.10. This is the remaining funds that was not used from his Eagle Scout project of the picnic tables he built and donated to the HRC. Ty thanked Zack for the donations and stated he would like to see a plaque stating the tables were donated by Pack 823. Zack stated that they are currently 2 coats of poly on the tables.

**New Members:** Karen stated that Mathieu Choiniere has been in contact with her. He let her know that the meeting times are during his chore time so unsure if he would be able to commit, but would like to help with activities and projects.

**Secretary's Report:**

The secretary's report from the March 18, 2019 meeting was reviewed by all in attendance. A motion was made by Ryan Maskell, to accept the minutes. Seconded by Brian Fortin. All in favor, motion carried.

**Director's Report:**

-Dan Beauregard stated that Brian F., Ryan and Jake Hubbard helped Velcro the turf together and Jake helped him paint the lines on Saturday, March 30<sup>th</sup>. Turf was ready to rent on March 31<sup>st</sup>.

-Indoor Soccer: The HRC currently have 17 players registered but still no volunteer coaches. Registration closes on April 1<sup>st</sup>. It was agreed to run the registration for another week.

-Swanton Rec: Dan met with Linda Cross for a few hours last week.

-Insurance Audit: Dan stated that the Fire Protec inspection took place and we passed.

-Dan stated that he had met with Karen for a few hours to go over scheduling. Karen added that she is currently forwarding all turf rental messages to Dan for scheduling.

-High School Locker Rooms: It was suggested that Dan email MVU Athletic Director John Lumsden asking that the locker rooms be emptied per their contract. A suggestion was made that if the school did not have space to store the equipment that we could extend the lease to the girl's locker room for the year and the boys move their equipment upstairs for storage. The wooden cabinets need to be removed for them the arena.

**Old Business:**

**Advertising:** Table

Wendi had sent an email stating that there were 10 remaining signs that needed to be paid for.

**Grants:** Karen mentioned the Cultural Facilities Grant, Recreation Grant and the AARP Rise VT Grant that are currently available to apply for.

**Projects:**

-Ty stated that the E-Gauge info was received and Eric Rainville is currently reviewing it.

Dan suggested a light on the outside of the office near the soda machines so people know if he is there without turning all the lights on.

-Lobby Bathrooms: Ryan stated that he would like to remove the green/yellow tiles and replace with 4inx4in white tiles. Install new partitions for bathroom stalls and new rubber flooring.

-Fob: Relocate the fob sensor to the outside of the Zamboni Door.

-Walking Path: Ty was going to meet with the Highgate Building and Grounds Committee to go over the walking path in the parking lot and on the Cassidy property.

-Zamboni Repair: Contact Ken Mitchell to work on Zamboni before he gets busy with spring work and repairs.

-Powder Coat Nets: Ryan stated he will contact Adam Rothier to see if he is interested to painting our game nets.

**Live Barn:** The town attorney has reviewed the Live Barn contact and has come back with some questions and concerns. Ty asked Dan if would contact the arenas in Middlebury, Manchester and Woodstock as they currently have Live Barn.

**Building Construction Committee:** Need to schedule a meeting.

**New Business:**

**Emails:** Randy has assigned the HRC members with HighgateRec emails. Please let Dan know when they have been activated.

**Farmers Market:** A John Mallie has reached out about Highgate holding a Farmer's Market. Karen stated that she would contact the UVM extension agency for more information on the rules and programs they offer to start up a Farmer's Market in town.

**Easter Egg Hunt:** Mark has brought it to the HRC's attention that the Highgate PTKO would not be hold their annual Easter Egg Hunt this year and if the HRC would want to hold one. Karen had printout from other nearby Easter Egg Hunts to compare age groups, rules, etc. Dan suggested purchasing eggs that are already filled. Last year the Highgate PTKO had about 100 kids. A motion was made by Ryan Maskell to purchase eggs that are fill with candy not to exceed \$400. Seconded by Mark Gilbert. All in favor, motion carried.

Mark added that Heather Daudlin has an Easter Bunny Costume. Karen stated she would contact her to see if we could possibly use it.

It was suggested 9:00am 3yr old and under; 9:15am 4-6 yr. olds and 9:30am 7-10 yr. olds.

**Pepsi Contract:** Dan has been looking for the Pepsi Contract and would like to reach out to both Pepsi and Coke. Karen stated that we signed the Pepsi Contact in October of 2014 but did not have a copy.

**Turf Schedule and Coverage:** Dan asked if anyone could cover some of the hours for the turf rentals. Brian F. volunteered to cover the 10am-2pm on Saturday. Karen volunteered for the Saturday from 4-6pm and Brian S. volunteered to cover Sunday from 11am-6pm.

**By-Laws:** Tabled

It was suggested we hold a meeting just for by-laws.

The next Highgate Recreation Commission Meeting will be held on Monday, April 15th at 5:30pm.

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

Minutes Submitted by

Karen Fortin  
Highgate Recreation Commission Secretary