

**Highgate Recreation Commission
Board Meeting Minutes
Monday, November 18, 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 Town Office. Board Members in attendance were:

Ty Choiniere, Chairman	Brian Spears, Director
Mark Gilbert, Co Chairman	Ryan Maskell, Director (8:30pm)
Karen Gagne Fortin, Secretary	
Dan Beaugard, Recreation Director	

Missing: Brian Fortin, Director

Guest: Shelley Laroche, Treasurer; John Sheets, Highgate Little League; Tammy Rowell, Highgate Little League; Sharon Bousquet, Highgate Selectboard

Public Comments: None

Secretary's Report:

The secretary's report from the October 21, 2019 meeting was reviewed by all in attendance. A motion was made by Mark Gilbert to accept the minutes. Seconded by Ty Choiniere. All in favor, motion carried.

Treasurer's Report: None

Highgate Little League: Ty asked if the Highgate Little League will continue to rake the parks. It was discussed that last year the HRC had to go over where it had been raked to pick up the dirt on the park from plowing. It was discussed how many parents and players don't participate. Karen stated that there should be some communication to the families on what is expected and what the town in turn gives Highgate Little League for raking the parks. With younger families in town, they may not be aware this agreement.

It was agreed that Highgate Little League will have the use of the fields from April 1st –June 30th. It was requested that the practice and game schedules be given to Dan so we know what is going on in the fields. The schedules can be added to the HRC website calendar so coaches and teams can also see them online. Dan stated that he received many phone calls last year on game or practice schedules and couldn't answer the questions. It was also add if would be good to know what is going on for parking and crowd control if the HRC wanted to schedule an event in the arena. Brian Spears stated he will have the ball fields mowed but Highgate Little League will be responsible for field prep and lines.

Budget: The HRC and Shelley Laroche reviewed the budget for the upcoming year. Shelley stated that there is \$40,000 remaining in the HART renovation fund that is not included in the HRC budget. It was suggested to use that money for the new entrance.

Director's Report:

Dan stated that he will schedule 10 games surrounding towns. Basketball registration closes on the 18th.

VHV stated we needed a new expansion tank.

Daily Logs: Ty asked Dan if has put together the daily logs to be used in the Zamboni room. Dan stated he was working on them.

Quarterly Newsletter: Ty stated that he would like to see a quarterly newsletter go out to the schools on what the Highgate Rec is currently offering and upcoming events. Karen asked about stick and puck and public skating during Thanksgiving break. Dan stated he will have to look at the schedule.

Milton Locker Room: A 2nd coat of paint is needed on the locker room. Three fobs will be needed for the Milton High School. Ty stated a chain will be added to the bottom of the stairs so no one can stand up there during games. Karen suggested that during Milton High School games a chain should be added so spectators cannot go beyond the stairs as the team will need to walk to the ice that way.

Dan added that the changing tables need to be installed in both the lobby bathrooms.

Christmas Light Decoration Contest: The HRC will host a Christmas light contest in town. Those households who would like to take part will need to register by Monday, December 16th. Ty stated we can get a group of volunteers together to vote on the entries. It was suggested to ask Marshall if he would take the group around the mapped out route to vote the weekend of December 21st. Karen will contact Marshall to see if a bus would be available. Grand prize would be \$250.

Brian Spears added he would like to have decorations in the park and in front of the arena. A motion was made to purchase Christmas lights not to exceed \$500 by Mark Gilbert. Seconded by Brian Spears. All in favor, motion carried. Karen added that she will look into getting a Christmas tree for the park.

The next meeting will be held on Monday, December 2nd at 5:30pm at the town office (in front).

A motion was made by Ryan Maskell to move into executive session and to invite Sharon Bousquet to stay. Seconded by Mark Gilbert. All in favor, motion carried.

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

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

Minutes Submitted by

Karen Fortin
Highgate Recreation Commission Secretary