

**Highgate Recreation Commission
Board Meeting Minutes
Tuesday, November 20, 2018**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:46pm 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 November 5, 2018 meeting was reviewed by all in attendance. A motion was made by Mark Gilbert, to accept the minutes. Seconded by Brian Spears. All in favor, motion carried.

Director's Report:

Rob stated he met with the library on different programs. Selling tickets at Jay Peak was discussed and all in agreement that we are not going to have Rob go up to Jay Peak to sell tickets.

Rob had a meeting with Carol Lizotte, who is the Crossroads Director. They discussed the possibility of running a summer camp the week of July 4th. There is money for this to be fully funded for 3 years, 75% the 4th year and 65% funded in the 5th year.

Rob asked about running a public skating and stick and puck on Saturday as there is open ice. He stated that we are already running them for 3 days this week and doesn't see it being profitable. Karen stated that it's better to have it open so people can attend rather than it not being open at all. If Rob is scheduled to be at the rink and there is ice available then we should open the doors. It was agreed to open public skating from 11:20am-12:20pm and stick and puck from 12:20-1:20pm on Saturday, November 24th.

Basketball: Ty asked Rob if we have found any basketball coaches. Rob stated that we still need a 3rd and 4th grade coach for both the boys and girls. Rob suggested moving the 3 girls at the 1st and 2nd grade with the 8 boys. There is currently under 30 kids signed up. Ty asked Rob to order shirts. Ty added that all background checks needed to be completed prior to the first practice.

Ice Schedule: Rob stated that Karen sat with him on Wednesday, November 13th to go over schedules. Karen asked Rob if he was able to put the weekend schedules together and print them out for the Zamboni room, Snack Bar and Pro Shop. Rob stated that he received a desk top computer and word has not been installed so he was unable to print them. Karen stated she would get them printed and drop them off on Wednesday.

Karen stated that the Annual Skate with Santa will be held on Saturday, December 22nd from 2:45pm-4:00pm. Santa will be skating and the girls varsity team will be helping on the ice.

Karen asked Rob if he could cover public skating on Sunday, December 23rd as she has a family Christmas to attend. Rob said he would check and get back to her.

It was suggested by Ryan Maskell and Brian Fortin to hold the MVU Boys Varsity Alumni game on Sunday, December 30th at 5pm. This would be in place of the Sunday night men's league games. Ryan added we would just add a men's league game to the end of the season.

Tractor Update: Ty stated that Harvest came back with a higher amount for a quote as the PTO mount attachment was not included. Also, they would not apply the municipal discount with the 0% interest rate. Shelly was able to get the agreement finalized with a \$4000 increase. The snowblower is on backorder so waiting to have the tractor and snowblower delivered once it's received.

Picnic Tables: Karen stated that Zachary Foy and Troop 823 donated and delivered two picnic tables. Karen added that she took a photo with some of the Highgate Recreation Commission board members to have posted on FB and in the St. Messenger.

Lighting Projects: It was suggested to put the lighting project for the remaining interior of the building (warm side) on hold. Ty stated that we do have the emergency lighting replaced and we received an estimate for \$2230. Also, additional lighting for the back with the estimated cost of \$890. A motion was made by Ryan Maskell to move forward with the emergency lighting for \$2230. Seconded by Brian Spears. All in favor, motion carried. A motion was made by Ryan Maskell to purchase and have the back lighting installed for \$890. Seconded by Brian Fortin, all in favor, motion carried.

New Business:

Water Line: Brian Spears stated that he and Mark Gilbert installed the waterline and buried it.

Zamboni Repair: Rob stated that he has not heard back from Crown and Chase Cota was planning on coming to look at the Zamboni but was called out. Ty suggested to have Rob contact Lift Tech.

Contracts:

Ty asked for ice contract for the Highgate Elementary School. He also would like Wendi to invoice all the donated ice for the Highgate Elementary school to be invoiced as "donated ice".

Funds: Karen suggested that Shelly be contacted to see what is the best way to name "ear mark funds" that we want to put aside for future projects or for a Zamboni.

The next Highgate Recreation Commission Meeting will be held on Tuesday, December 4th 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