

**Highgate Recreation Commission  
Board Meeting Minutes  
Monday, June 1, 2020**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:32pm by Ty Choiniere. The meeting was held at the Highgate Town Office and by Zoom Board Members in attendance were:

Ty Choiniere, Chairman	Mark Gilbert, Director
Ryan Maskell, Vice Chairman	Brian Spears, Director
Karen Gagne Fortin, Secretary	Shari Rainville, Director
Dan Beauregard, Recreation Director	Brian Fortin, Director

**Public Comments: None**

**Secretary's Report:**

A motion was made by Mark Gilbert to table the secretary's report from the May 18, 2020 meeting to the next meeting for review. Seconded by Brian Spears. All in favor, motion carried.

**Treasurer's Report:** Check warrants from May 1<sup>st</sup> -June 1<sup>st</sup> were presented and signed by those present.

A motion was made by Mark Gilbert to check the terms of the warranty for the tractor. Seconded by Brian Spears. All in favor, motion carried.

A review of the budget shows that income from advertising is down.

**Director's Report:**

Dan stated that Kevin Flint planted the flowers in the park.

Dan visited the St. Albans Farmer's Market and vendors suggested to start planning in February and to contact vendors then as they start planning their gardens then and what they would need to plant. It was suggested that we put together a Harvest Festival in late September or early October.

Dan stated Heidi and Shelly are helping Dan look into any stimulus money that may be available to us to help cover loss of rental.

Chris Shepard will be here next week to work on replacing the doors. Dan stated he will adjust his hours to be at the arena when Chris arrives.

Old Business:

Ryan Maskell stated that Brian Sartwell gave him the price of \$4750 to pour the slab for the recreation garage. A motion was made by Mark Gilbert to accept the amount of \$4750. Seconded by Brian Fortin. All in favor, motion carried. Ryan added that he will get a list to McCuins for prices.

Dan stated he will be hanging the chains for the lights at the end of the week. Dan added that he may need some help near the beams.

Brian Spears asked if cameras should be added for the garage and dehumidifier.

Brian Fortin asked if we could get a lift in to hang banners and flags. This never happened last year prior to the ice season.

Brian Spears mentioned the ball fields could use a couple of loads of topsoil. All fields could be to built up, especially the back corner of the far field.

Prep the parking lot in the back.

Ryan Maskell stated that Greg Maskell has received a generous donation of \$500 from the Elks Club for the Memorial Project.

New Business:

A RFP needs to be put together for the plumping and heating services.

Ice Contracts: It was agreed that the HRC in the ice contracts will be changed to the Town of Highgate.

Ice Request and Building Rental will be discussed at the next meeting.

Parking lot quotes: We have received 3 quotes for the parking lot sealing and reline. A motion was made by Ryan Maskell to accept the bid by Bushey Seal Coating and to present it to the selectboard. Seconded by Brian Spears. All in favor, motion carried.

Pelkey's Archery- Dan has received a response from Pelkey's Archery and they are interested in running a clinic. It was suggested to break into 2 groups with ½ hour between session for disinfecting. Karen stated that USA Archery may have guidelines to follow.

Recreation Survey: Dan presented a survey. Karen suggested that it be put on survey monkey and put on the Highgate Recreation website.

A motion was made by Brian Fortin to move into executive session at 7:20pm Seconded by Mark Gilbert. All in favor, motion carried.

A motion was made by Brian Fortin to move out of executive session. Seconded by Brian Spears. All in favor, motion carried.

A motion was made by Mark Gilbert to adjourn the Highgate Recreation Commission meeting at 8:45pm Seconded by Brian Fortin. All in favor, motion carried.

Minutes Submitted by

Karen Fortin  
Highgate Recreation Commission Secretary