

**Highgate Recreation Commission  
Board Meeting Minutes  
Monday, June 3, 2019**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:37pm 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 |                        |

Missing: Lucas Tatro

**Public Comments:** None

**Secretary's Report:**

The secretary's report from the May 20, 2019 meeting was reviewed by all in attendance. A motion was made by Ryan Maskell, to accept the minutes. Seconded by Brian Spears. All in favor, motion carried.

**Treasurer's Report:** None

**Director's Report:**

Pelkey's Archery is scheduled for July 30<sup>th</sup>. Dan will open registration for the two sessions 4pm and 5pm.

Dan has access to the E-gage and can see the arena's current electrical usage. Dan will be setting up a time to be meet with Tom or Cheryl from Efficiency Vermont so to better understand the reports.

Sean from VHV has switched over the hot water to on demand.

Dan stated that he has contacted some of the businesses or left messages with some that still owed for their advertisement signs.

**Project Update:**

**Lobby Bathrooms:** Ryan stated that the white tiling will be completed in the upcoming week. Ryan stated that sinks will need to be purchased.

**Shed:** Ryan stated that he will put together a material list for the Recreation shed. We will put out to bid the materials such as the pad, blocks and doors.

**Fobs:** Ty stated that he will set up a time to move the fob entrance to the outside of the Zamboni room office.

**Flower Boxes:** Brian Spears stated the 2ftx6ft flower boxes are being made and prep work will need to be completed before the flower boxes are put into place.

**Old Business:**

**Live Barn:** Dan is waiting to hear back from Live Barn on the Town's attorney's questions and concerns on the contract.

**Farmers Market:** Dan has completed the NOFA paperwork. The cost will be \$10 per table per week with confirmation and payment due on Thursday. The farmer's market will begin Friday, June 21<sup>st</sup> from 3-7pm. tentatively ending October 11<sup>th</sup>. Dan will be putting an application together for vendors.

**Newsletter:** Dan has completed a newsletter to be sent out to the schools and shared on Facebook.

**Voting:** The school budget vote will be held on Tuesday, June 11<sup>th</sup> from 7am-7pm at the arena.

**Girls On The Run:** Karen stated that she met with Brandi Maskell and Highgate's Girls on the Run. The girls planted perennials around the walking path.

**New Business:**

**Recreation Soccer:** Dan stated that he met with Krissy Tatro on the Highgate Recreations soccer Pre-K to 4<sup>th</sup> grade. The 5<sup>th</sup> and 6<sup>th</sup> grade team will run through the school. A question was raised about birth year vs grade year. Ty suggested that Dan ask Linda Cross at Swanton Rec what they do for registration age. The question was asked what happens with the those 4<sup>th</sup> graders that have a 5<sup>th</sup> grade birth date?

**Turf Take Out:** It was suggested that we take out the turf after the 12<sup>th</sup>. Ty stated that Alex works on Sundays. Ty asked Dan to look for options to clean the turf. He suggested contacting other facilities that have turf to see what they do. Ryan stated that we will have to have George Britch move the turf to the trailer until the Recreation shed is built.

**Canoe Portage:** Brian S. suggested having Alex and his crew mow the canoe portage once a month.

**Bylaws:** It was agreed by all in attendance that the next Highgate Recreation meeting scheduled for June 17<sup>th</sup> at 5:30pm will be held to review by-laws.

A motion to move into executive session and include Dan Beauregard was made by Ryan Maskell at 7:20pm, seconded by Mark Gilbert. All in favor, motion carried.

A motion to exit executive session was made by Ryan Maskell at 7:50pm, seconded by Brian Fortin. All in favor, motion carried.

A motion was made by Ryan Maskell to approve the Pro Shop Contract. Seconded by Brian Fortin. All in favor, motion carried.

A motion was made by Brian Spears to approve the Snack Bar with changes. Seconded by Mark Gilbert. All in favor, motion carried.

The next Highgate Recreation Commission Meeting will be held on Monday, June 17th 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