

**Highgate Recreation Commission  
Board Meeting Minutes  
Monday, July 6, 2020**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:36pm by Ty Choiniere. The meeting was held at the Highgate Arena. 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

Guests: Judy Laroche and Gary LaShure

**Public Comments:**

Judy Laroche asked what our plans were to open with the current Covid19 guidelines. She asked if we were going to install plexiglass at the counter. Ryan Maskell told Judy we could install the plexiglass. Ty stated that we will know more as we get closer to October and what those guidelines will look like 6 weeks from now. Gary LaShure suggested having a traffic flow. As players leave the locker rooms to go out the back door so there would be less people in the lobby.

**Secretary's Report:**

The secretary's report from the June 15, 2020 meeting was reviewed by all in attendance. A motion was made by Brian Spears. Seconded by Brian Fortin. All in favor, motion carried.

**Director's Report:**

Dan Beauregard presented the director's report. He stated that he has quotes for a Canadian flag to be hung. A motion was made by Ryan Maskell to purchase the Canadian flag at \$125.27 (Canadian Funds). Mark seconded the motion. All in favor, motion carried.

Dan received quotes for a lift. Ryan Maskell made a motion to rent a pull behind lift from Franklin Rental for \$185 per day. Seconded by Brian Fortin. All in favor, motion carried.

Ty asked Dan to get a quote for renting a walk behind rear tine tiller from Franklin Rental to be used on the walking path.

Little League: Dan is going to ask representatives from Highgate Little League to attend our next meeting to discuss moving forward with a partnership with the HRC. The HRC cannot plan field prep without schedules. Dan will reach out to Linda from Swanton on how they currently run registration.

Dan was asked to have signage on the dug outs that states Due to Covid19 guidelines the dug outs are closed and not to be used.

Logo Competition: Dan has put out on the website and social media the HRC will be holding a logo competition for the HRC.

Dan stated that he has contacted those who have not paid for their advertisements. He is currently working on an email to send to businesses for new advertisements. Karen gave Dan the current Franklin County business that the St. Albans Messenger sent out.

**Projects:**

Shed update: The concrete was poured on Thursday. Dan is waiting on a quote from Rainville Electric for the shed.

Back Doors: Dan is waiting to hear back from Chris Shepherd for replacing the back doors.

Lobby Lights: Rainville Electric plans on being at the arena next week to replace the lights.

Painting Dug Outs: Dan will be painting the dug outs depending on the weather.

Parking Lot: Waiting to hear back from Bushey's. Ryan told Dan to call every day. Ty stated we need to know to let Little League when the parking lot would not be available as there is currently no parking available at the school.

Archery: Dan stated that he currently has 12 or the 15 slots filled for the 5:30pm session. The 4:30pm session is open with 15 slots to fill.

**Old Business:**

The pin for the board doors has been received:

Ty asked that the ice request form be tabled until the next meeting.

Fire Cabinet: Dan will contact public works to switch the cabinets as theirs is smaller.

Current guidelines for inside events will include limit the numbers attending, make hand sanitizer available and must bring their own masks.

It was suggested that we look into Square so people could pay for events at the door without cash exchange. Ty told Dan to talk to Shelley.

**New Business:**

Brian Spears stated that he spoke with Wright Construction and to dig and put stone in the back of the building it will cost \$12,000 and to dig, put in stone and to pave it would cost \$28,000.

Food Waste: The new Vermont food waste recycling started July 1<sup>st</sup>. Ty told Dan that we will need new cans and signage.

Waivers and Tracing: Dan provided a participant registration/waiver to be used for those taking part in offered activities. This info can also be used for tracing for the Covid19.

A motion was made by Ryan Maskell to move into executive session at 8:00pm. Seconded by Brian Fortin. All in favor, motion carried.

A motion was made by Ryan Maskell to move out of executive session at 8:00pm. Seconded by Mark Gilbert. All in favor, motion carried.

The next HRC meeting will be held on Monday, July 20, 2020 at 5:30pm at the Highgate Arena.

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