

**Highgate Recreation Commission
Board Meeting Minutes
Tuesday, September 8, 2020**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:38pm by Ty Choiniere. The meeting was held at the Highgate Arena. Board Members in attendance were:

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

Guests: Randy Connelly and Richard Flint

Public Comments: None

Treasurer's Report: The check warrants were presented by Ty Choiniere. A motion was made by Mark Gilbert to approve the check warrants. Seconded by Brian Spears. All in favor, motion carried.

Secretary's Report:

The secretary's report from the August 17, 2020 meeting was reviewed by all in attendance. A motion was made by Brian Spears. Seconded by Shari Rainville. All in favor, motion carried.

Old Business:

Reopen for ice season: A motion was made by Karen Fortin to discuss the upcoming ice season at a special meeting so there is more time to discuss the covid19 guidelines and ice schedule. Seconded by Brian Fortin. All in favor, motion carried. The HRC will hold a special meeting on Monday, September 14th at 6:00pm.

Roller Blading: Ty stated that there were only 2 that attended the last scheduled roller blading session. There is one scheduled for this coming Wednesday and Ty will decide if we continue based on attendance.

E-Gauge: Ty stated based on the reports he has looked at the building is using 30-90 kilowatts per hour. Ty is going to contact Swanton Village for more information.

Projects:

Hallway Painting: It was decided to paint the hallways a light gray. Ryan stated the walls will need to be washed prior with alcohol to prevent the peeling. Brian Spears stated that we should find out from McCuins if they have record on what type of paint was used latex or oil base. It was suggested that we check with the work crew to see if they may be available to paint. Ty stated he will contact them. It was also suggested we ask a high school team to paint the hallway.

HRC Garage: The walls and rafters are up. Ryan stated he would like to put the plywood on the walls and roof Saturday, September 12th starting at 7am.

Fields: Brian Spears has fertilized all the fields and parks.

Trane: Ty stated that Trane will need a lift to change a sensor in the ceiling. It was suggested that we hang the flags and banners when the lift is at the arena.

Champlain Doors: Ryan stated that the overhead doors are going to take 3-4 weeks before install. A motion was made by Brian Spears to order the overhead doors now. Seconded by Mark Gilbert. All in favor, motion carried.

Equipment Swap: Karen asked if MAHA can hold their annual equipment swap on Friday, September 18th and Saturday, September 19th. MAHA would like to sort the equipment inside prior to the swap. MAHA was given the okay to hold the equipment swap. Karen added that people will be told to wear a mask and social distancing.

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

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

Whitetails: Ty stated the tent will be arriving after 8:30am on Wednesday, September 9th for set-up. The trailer needs to be moved. Ty stated that he will see if the highway department will be able to move it as our other options are not available. Ty added that he could cover the rink on Friday but will need someone to cover on Saturday. Karen or Brian Spears stated they could cover.

Fall Sports Update:

Soccer: Ryan met with the 3rd and 4th grade coach. We will get the fields lined this week. Shari will coach the 1st and 2nd grade group. The updated guidelines will be sent out prior to the first practice.

Fall Ball: Working on obtaining a schedule. Ryan is waiting on a phone call. The softball field is not usable. Ryan brought up potential for work being performed on ball fields before next Spring

Cross Country: Ty stated that we currently have one family with two children. Ty recommends not holding it this year. Ryan suggested putting it out to the school again and keeping registration open until next Wednesday, September 16th.

Waste Bins: Ty stated the 3 bin wastebaskets from W.B. Mason cost \$274.00. A motion was made by Ryan Maskell to order 3 sets of the 3 bins not to exceed \$274.00 per unit. Seconded by Brian Spears. All in favor, motion carried.

Standard Operating Procedure (SOP): moved to next meeting, Monday, September 21, 2020.

The next HRC meeting will be held on Monday, September 21, 2020 at 5:30pm at the Highgate Arena.

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

Minutes Submitted by

Karen Fortin
Highgate Recreation Commission Secretary