

**Highgate Recreation Commission
Board Meeting Minutes
Monday, November 4, 2019**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:40pm by Ty Choiniere. The meeting was held at the Highgate Arena Office. Board Members in attendance were:

Ty Choiniere, Chairman	Dan Beauregard, Recreation Director
Mark Gilbert, Co Chairman	Ryan Maskell, Director
Karen Gagne Fortin, Secretary	

Missing: Brian Spears, Director and Brian Fortin, Director

Public Comments: None

Secretary's Report:

The secretary's report from the October 21, 2019 meeting was reviewed by all in attendance. A motion was made by Ryan Maskell to accept the minutes. Seconded by Mark Gilbert. All in favor, motion carried.

Treasurer's Report: The check warrants were presented and reviewed. A motion was made by Ryan Maskell to accept and sign the check warrants. Seconded by Mark Gilbert. All in favor, motion carried.

Director's Report:

Dan presented his director's report. The fall sports are complete, and all the soccer equipment has been returned. Dan sent an email to all the fall coaches thanking them for volunteering their time and asked them to answer some questions about the season. A survey was emailed to the soccer parents asking for some feedback on the season.

Dan added that he has started working on the Basketball schedule. Coaches are still needed. The numbers are low and a 2nd flyer went home on Friday.

Trane came to look into the alarm and adjusted the slab and surface numbers. That seems to be helping the condition of the ice. Dan and Ty have authorization to change the ice temp.

Live barn is up and running. Dan will provide more information to promote live barn at the arena and that information can be sent out to MAHA, Milton and the high schools. We cannot watch other games on the TV. Live barn gave the HRC three free memberships. A motion was made by Mark Gilbert to have the HRC keep one, give one to MAHA so the coaches can view games and to donate one to MAHA's Calcutta to raffle off. Seconded by Ryan Maskell. All in favor, motion carried.

NetZero came to figure out the problem with the one light that was out. Parts needed to be ordered. Marshall Ploof donated the bucket truck.

Dan added that 53 kids stopped in for candy on Halloween. He thought that was a good turnout considering the weather.

Old Business:

Shed: Ryan stated that the building has been staked out and he has spoken to Butch and the Highgate Public Works will begin the prep work. Ty stated that it might be better to start the project in the Spring.

Milton Locker Room: The plumping is roughed in and flooring needs to be purchased.

Winter Prep: The flower boxes have been covered. The water line has been blown out.

New Business:

Cancellation Policy: It was agreed that Dan needs to know by noon if practices will be cancelled due to weather.

Grants: Dan stated that he has talked to Heidi about an electrical grant.

Capital Improvement Plan: The HRC will work on the budget next meeting. It was suggested to ask Shelley if she could attend our next meeting to help answer some questions.

Park Damage: H&B gave an estimate that it would cost \$226 to fix the damage in the Highgate Falls park.

Fobs: Ty needs to get fobs to Marcel Choquette and Bryant Perry for the Milton High School access.

Learn To Skate: Mark asked about putting a Learn To Skate program in place for Saturday mornings on ice that SASA is not using.

Schedulers: Dan stated that he has received requests from coaches for ice. It was stated that the youth programs have designated ice purchasers and they are the only person who can purchase ice for their youth organizations so we can be guaranteed payment.

The next Highgate Recreation Commission Meeting will be held on Monday, November 18th at 5:30pm. Dan was asked to contact Highgate Little League to ask them to attend our next meeting.

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

Minutes Submitted by

Karen Fortin
Highgate Recreation Commission Secretary