

**Highgate Recreation Commission  
Board Meeting Minutes  
Monday, April 5, 2021**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:35pm by Ty Choiniere. The meeting was held via Zoom.

Ty Choiniere, Chairman  
Ryan Maskell, Vice Chairman  
Karen Gagne Fortin, Secretary  
Mark Gilbert, Director

Randy Connelly, Director  
Shari Rainville, Director  
Lee Barrett, Recreation Program Director

**Public Comments: None**

**Secretary's Report:**

The secretary's report from the March 15, 2021 meeting was reviewed by all in attendance. A motion was made by Mark Gilbert to accept the minutes. Seconded by Shari Rainville. All in favor, motion carried.

**Programs Coordinator Report:**

Lee Barrett sent a weekly report for the HRC board to review.

The new Highgate Parks and Recreation Logo is complete and look great. Lee stated he has a Thank you card for the commission members to sign for Lauren.

**Spring Programs:**

Lee stated the first session Turf Tike Soccer for ages 3,4 and 5 year olds is full and the 2<sup>nd</sup> currently has 8 registered. The cost of 24 sets of shin guards and soccer balls is \$282,00 from Kevin Smith's Sports Connection. A motion was made by Mark Gilbert to approve the equipment order of \$282.00 from Kevin Smith's Sports Connection. Seconded by Shari Rainville. All in favor, motion carried.

Adult Cornhole: Lee stated there are currently has 4 teams registered and only 1 team registered for the youth.

He is preparing a "May the 4<sup>th</sup> be with you" for a Make and Take with legos.

Open Turn nights: Cornhole, Soccer, Batting Cage, etc.

Big Rig Day: Currently has 104 registered in attending the Big Rig Day. The Big Rig Day will be held at Field Days location on April 10<sup>th</sup> from 8am-12pm. Rigs will start arriving at 6am.

Summer Day Camp: Lee said there are currently 10 registered. He would like to cap it at 40 kids. Highgate Residents would be charged \$125 and Non-Residents \$135. Lee stated he has spoke to Joyce Lafar about helping.

Field Hockey: The indoor Field hockey started on the April 15<sup>th</sup> with 20 girls registered.

Farmers Market: There is currently 1 registered for the Farmer's Markets on Friday evenings. It was suggested to invite food trucks and local groups for entertainment.

Karen suggested contacting Ruthie Laroche from the St. Albans Messenger to interview Lee, welcome him as a full time employee and mention upcoming programs. Karen will contact Ruthie to ask if she would interview Lee.

Little League: Ryan stated that there is a meeting this week. Lucas is having problems with getting admin access to view the Little League registration. Ty stated he will contact Christian to see if he would be able to help with field maintenance.

Lee has asked that the HRC board members provide him with a photo and a bio for our website.

Lee started working fulltime on April 5<sup>th</sup>. It was agreed that he would work 80 hours per pay period. Ryan asked him to modify his schedule to meet the needs of scheduled programs. It was agreed to purchase two lap tops so Lee could work from home if needed.

**Old Business:**

**Snack Bar/ Food Truck:** It was discussed about having a food truck at the rink during ball games. It was also discussed about changing the current snack bar contract into two seasons. The ice season (October 1<sup>st</sup> -March 15<sup>th</sup>) and field/turf season (April 1<sup>st</sup> – September 15<sup>th</sup>). The HRC will review the contract and have it ready for July 1<sup>st</sup>. It was agreed that field/turf season will not begin until next April.

**MAHA Connex Box:** It was discussed and decided that the HRC will not purchase the MAHA Connex box. MAHA will sell it. Ty suggested we review and modify the locker room contract for the garage bay for MAHA to use. Ryan stated we would charge a small rate for the use. This way there would be a paper trail and a small yearly fee.

**New Business:**

**Trailer:** It was suggested that we sell the trailer for \$500. It was suggested that we contact Scott Bessette and Ronny Machia first to see if they would be interested in it since they have been moving it for us.

**Memorial in Park:** Ty stated the selectboard will be holding a celebration on Memorial Day. No confirmed plans at this time. Karen asked if there was any update on the Memorial and Ty stated that 2 weeks ago they were working on the wings.

**Summer Sounds:** It was suggested that we move the Summer Sounds from the park to the Little League Ball Fields or the Stage at Field Days would be another option. Mark stated that the field days sight could be a possibility for future programs. There are currently weddings scheduled on Saturdays.

The next HRC meeting will be held on Monday, April 19, 2021 at 5:30pm via Zoom.

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

Minutes Submitted by

Karen Fortin  
Highgate Recreation Commission Secretary