

**Highgate Recreation Commission  
Board Meeting Minutes  
Monday, May 18, 2020**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:42pm by Ryan Maskell. The meeting was held at the Highgate Town Office. 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: Shelley Laroche, Town of Highgate Treasurer

**Public Comments: None**

**Secretary's Report:**

The secretary's report from the May 4, 2020 meeting was reviewed by all in attendance. Ty asked to have the minutes amended to read Richard Smith and change the spelling to concrete. A motion was made by Ty Choiniere to accept the minutes as amended. Seconded by Brian Fortin. All in favor, motion carried.

**Treasurer's Report: Table**

**Ice Contracts:** It was suggested by Shelley that the ice contracts be signed by the selectboard chair rather than the facility chair. Ty stated he will discuss it at the May 21, 2020 selectboard meeting.

**Little League:** Due to the Covid-19, Highgate Little League did not rake the parks. Brian Spears did all the raking of the parks. Shelly stated the check for Highgate Little League has been cut as this is a appropriated amount of \$1250 by the town. A motion was made by Brian Fortin to pay Brian Spears for his hours of raking the parks. Seconded by Ty Choiniere. All in favor, motion carried. Shelley asked that Brian Spears get his hours to her so she can pay him.

**Director's Report:**

Dan stated that Rise Vt has brought the edible plants and they have been planted around the walking path.

Dan stated that he has placed signage around the fields based on the Governor's guidelines of social distancing and only 10 people in a group.

Dan stated the Rabies clinic was a great success with space for everyone to social distance themselves.

Dan stated that Melba has sent her yearly email asking what we had available for high school games. It was suggested that we move the 7pm game on Wednesday's to 4pm. This would allow additional ice rental for youth teams after the high school game. Karen suggested we schedule some double headers on Saturday evenings. The youth can work around those dates. Dan has not received any spectator numbers from MVU or Milton athletic directors. It was suggested that we add that to the contract. Karen suggested that we ask for those numbers after each varsity game so we can get an idea of how many spectators attend prior to playoff games to determine capacity.

It was suggested that Dan meet with SASA after the contracts have been completed to discuss any tournament ice that is needed.

Ty asked Dan about the survey results. Dan stated there were only 9 responses. It was suggested to put it out there again. Karen suggested having the survey linked on our website and the Facebook page.

Dan stated he looked into area Farmer's Markets. St. Albans has one on Saturday's and in the Bay on Wednesday's. Karen stated she had reached out to a friend and confirmed that Richford and Enosburgh have Farmer's Markets on Saturdays as well. It was suggested to ask vendors if they would be interested in a Friday or ask what day would work for them.

Ty asked Dan to reach out to Kevin Flint on Fisher Hill if he would plant the planters in the park. In the past this had been done in conjunction with the Highgate Library.

Dan should be getting a quote this week for seal coating.

Ryan asked Dan where he was with the summer camp. Dan stated based on the guidelines mandated by the state this year would not be a good year to start as summer camp. Dan added that Abbey Gagne had worked on a schedule. He had met with Michelle at the Library to include some programming. His plan for the camp was to run for 5 weeks giving families options to sign up for 1 week or multiple weeks. He was looking to hire a head counselor and then college or high school students as counselors.

**Projects:**

Currently waiting on the third bid for the parking lot quotes. Ty made a motion to table until next meeting. Seconded by Mark. All in favor, motion carried.

Dan was asked to reach out to Chris Shepard to see when he was going to begin replacing the doors.

Dan needs to follow up with Rainville Electric to get the chains for the new lobby lighting so the ceiling panels can be painted. Also need to talk to Eric about running power from the building to the new garage. Ty stated that the water and gas line run near the building.

Ryan stated he was getting the three quotes for the concrete for the garage.

**Ice Request Form:**

Dan was asked to put together an ice request form so associations or groups could request ice per week or season. It was suggested that we change the cancellation to 15 calendar days. Dan stated that he did receive an ice request from Milton for 5 ½ hours of ice on Sunday mornings or Saturdays.

Ryan Maskell stated that the HRC should consider running a tournament. Karen suggested starting with a Tier 4 level as those tournaments are needed as there are more teams at that level. Ryan suggested offering a discount to enter a team and that team would help run the tournament in return.

Service Contracts: It was suggested that we put the heating and ventilating out to bid. Ask the town office to help put an RFP together. It was suggested to include two cleanings vs one. Have the 2<sup>nd</sup> cleaning mid-season. There is no current contract with Trane.

Karen stated that USA Hockey has provided guidelines and suggestions on how to open arenas due to the Covid-19. She stated this is the 2<sup>nd</sup> guideline provided and expects revisions.

**6<sup>th</sup> Grade Skating Passes:** A request was received asking the HRC to give 6<sup>th</sup> grade Highgate students an one-day skating pass for 6<sup>th</sup> grade graduation. Ty suggested a family pass. Karen made the motion to give an one-day family pass to each 6<sup>th</sup> grade student for graduation. Seconded by Brian Fortin. All in favor, motion carried.

**MAHA BBQ:** Karen stated at the last MAHA meeting held on May 12<sup>th</sup>, fundraising was discussed. With the possibility of Franklin County Field Days not able to take place and if MAHA would not be able to hold their annual Calcutta they would need to find other ways to raise \$20,000 for ice rental. Other options were discussed at the meeting which were options to start later and cut ice rental. Cold Hollow Catering has agreed to run a Drive-Thru Chicken BBQ for MAHA. Karen stated she sent out an email on May 13<sup>th</sup> which the HRC responded to and she also reached out to Sharron Bousquet. The chicken had to be ordered if the BBQ was going to be held on May 30<sup>th</sup> at 5pm.

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

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

Ty stated that Memorial Day is this weekend and to remember those who served our country. He added that Vermont Thunder will be traveling 207 to Route 78 on Sunday.

A motion was made by Ty Choiniere 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