

Proctor Park & Recreation Committee
Special Meeting Minutes
Draft
November 30, 2017
6:08 p.m. - 7:28 p.m.

Present:

Shannon Maass
Denise Anderson
John Corliss
Heidi Landon, Pool Director
Tammy Landon, Assistant Pool Director
Stan Wilbur, Town Manager

Denise Anderson called the meeting to order at 6:08 p.m.

Agenda – Amended to take up pool items before rink items, approved

Minutes of the November 16, 2017 – approved

Pool 2018 Season Planning

- Lifeguard Training Reimbursement – Consensus to continue to reimburse lifeguards up to \$300 for certification and \$150 for recertification. Reimbursement will be contingent on working a minimum number of hours during the season, a positive evaluation by the pool director and commitment to return the next year. Reimbursement will not be made until after September 1.
- Lifeguard Job Description – Heidi, Tammy and Stan will work on the lifeguard job description and will include Lifeguard Training Reimbursement.
- Swimming Lessons – Swimming lessons will be offered during the 2018 Season. Discussed swimming lessons vs learn to swim instruction, need for instructor to WSI certified, hiring a WSI certified person to just give lessons and having lessons on Saturdays only. Heidi will look into WSI certification.
- Tapestry – Good program, well superseded, some problems but should be continued. Suggest increasing the fee from \$100 to \$300.
- Pool Passes – Selling passes at the pool worked well last year. Continue to sell passes at the Town Office or the Pool in 2018
- Pool Hours – Suggestion to keep Pool open until 7:00 pm with consensus to hours the same as last year, 12:00 to 6:00 pm.
- Maintenance and Repair – Rugs on raft and crib, splinters from dock, gliders, ropes, and lifeguard chairs
- Mortimer Proctor Trust Grant January 2018 – Lifeguard chair cushions, umbrellas, and ?
- January Meeting – Tuesday nights

Mortimer Proctor Trust Grant – Heidi and Tammy will make purchases.

Skating Rink 2017-2018 Season

- Rink Director's Contract – Change Saturday opening from 12:00 to 1:00 pm. John signed.
- Helmets – Discard all out of date or damaged helmets, make sure straps have snaps and that skaters use straps, encourage players to bring their own helmets, look into having helmets available for purchase
- Internet – Continue to investigate cost.
- Sound System – Move from Pool
- Lights – Raise new light, Stan to contact Jeff Patch

FY2019 Pool and Skating Rink Budgets

- Pool Direct Labor – Open 6 hours per day
- Pool and Rink General Insurance to reflect 2018 invoice.

Adjourn

John Corliss made the motion to adjourn the November 20, 2017 special meeting at 7:28 p.m. The motion was seconded by John Anderson and approved.