

Town of Proctor
Parks and Recreation Committee Special Meeting Minutes
Draft
March 24, 2017
6:30 p.m. – 7:30 p.m.
Proctor Skating Rink

Attendees: Shannon Maass, Robert Protivansky, Denise Anderson, John Anderson and Bruce Baccei

Shannon Maass called the meeting to order at 6:30p.m.

Agenda - No changes

Minutes - December 2, 2106 minutes were not available for review, deferred to next meeting.

Rink Shutdown - Discussion on how things went this year and maintenance and improvements items; plexi glass for windows, skate storage area, water softener, outside light on north side of building, new hose. Possibility of applying for Mortimer Proctor Trust Grant in July. Will have to identify projects and obtain cost estimates.

Pool Startup

- Reviewed and updated Director, Assistance Director and Lifeguard job descriptions
- Advertise all positions in a single ad in the Herald, at different locations in Town and on the website. as soon as possible;
- Talked about wage rates for the various positions. State minimum wage rate is \$10.00 per hour.
- Paving - Access road from the corner to the gate), drive from the gate to the building and both walks.
- Discussed maintenance and repair items – need sand this year
- Fish are in the 2018 budget.
- Pool rules – item for future meeting
- \$11,000 remaining in the 2017 Budget - \$7,000 for personnel, \$2,000 for training, and the balance for equipment and operation and maintenance items
- Invite Heather Parker to next meeting to talk about the concession operation
- Talked about having Corrections Department do the mowing.

Meeting adjourned at 7:30 pm