

**Proctor Park & Recreation Committee**  
**Special Meeting Minutes**  
**Draft**  
**June 26, 2018**  
**6:00PM - 7:13PM**

**Members Present:**

Greg King, Vice Chair  
Brian Cannucci

**Others Present:**

Heidi Campbell-Landon, Pool Director  
Tammy Landon, Assistant Pool Director  
Judy Frazier, Selectboard Liaison  
Stan Wilbur, Town Manager

**Call to Order**

Greg King made the motion to bring the June 26, 2018 special meeting to order at 6:00p.m.  
The motion was seconded by Brian Cannucci and approved.

**Agenda -approved**

**Mortimer Proctor Trust Grant Award**

The Mortimer Proctor Trust Grant Award has been received. All items for intended use at Swimming Pool were purchased and assembled with the exception of picnic tables. Further research, and quotes will be needed prior to the purchase of composite material picnic tables. Stan will report on the pool balance in the Proctor Trust Grant funds.

**Pool Rules**

\$350 of the remaining budget balance will be applied to the purchase of signage from Winning Image, stating the revision of the approved Pool Rules.

**AED Defibrillator** - Both the Skating Rink, and The Swimming Pool need to have shared access to a defibrillator during their open season. The Swimming Pool is currently borrowing an AED Defibrillator from Proctor High School. The nurse, Claire Molner has offered to liaison for the committee, in hopes to securing a discounted price. \*Discussed as an addition to the pending July Proctor Trust funds request.

**Skating Rink**

- Off Season Use - Proctor Community Potluck scheduled for Saturday, July 28<sup>th</sup>, 2018 to raise funds for sound equipment.
- An inquiry/request to be made to John Corliss to for use of the Toolcat in preparation for the future Proctor Community Potlucks.
- Facility Repair, Maintenance & improvements – Research quotes for new Plexiglas or safety plate glass windows, three new door jams, as well as three new thresholds with added repair or replacement of the entry and exit docking on and off the ice.
- Further discussion upon requesting Mortimer Proctor Trust Grant funds for both the touch up to the surface of the rink (\$1500) for the coming skating season as well as an eventual, entire

resurfacing (\$8200) of the Skating Rink.

- Continued research upon the purchase of two (2), eighty gallon hot water heaters needed to meet not only the domestic demand of the Skating Rink building itself, but also for the production of ice.

### **Swimming Pool**

- Committee approved that Megan Cannucci may stand in as acting Administrative Pool Director during Heidi Campbell-Landon, Pool Director and Tammy Landon, Assistant Pool Director absence pursuant to a Lead Life Guard being named per shift.
- Future search for an adult Lead Life Guard discussed, as well as approved returning Life Guards receiving an additional \$ .25 raise. Raise based upon a positive evaluation.
- Facility Repair, Maintenance & Improvements –
  - Rounding the corners of the new deck to ensure safety.
  - Further research on adding a roofing system to the existing pavilion.
  - Possible replacement of the long bench seat with composite material.
  - Discussion of rebuilding of the old deck structurally and finishing the top with composite materials to level out existing gap in height between the two.
  - Three (3) composite Life Guard chairs to replace existing, deteriorating chairs.

Judy Frazier leaves at 7:00 p.m..

### **Adjourn**

Greg King made the motion to adjourn the June 26<sup>th</sup> ,2018 special meeting at 7:13 p.m. The motion was seconded by Brian Cannucci and approved