Minutes of the January 9th, 2017

Winslow Park Commission Meeting

6:30 PM

@ Freeport Town Hall

As produced by Neil Lyman

Winslow Park Manager and Winslow Park Commission Secretary

In Attendance- Carla Dupuis, Peter Polovchik, Steve James, Peter Anzuini, Karissa Davin, Kim Swett, George Connick

Absent: Bill Ross, Alex Robinson

Meeting convened at 6:30

The minutes of the September, October and December meetings were all unanimously approved.

**Old Business:**

**New Business:**

* The Park Commission had been provided with the 2016 Winslow Park Report in advance and a discussion was started concerning that report.
  + Peter Polovchik asked about a discrepancy in shelter rental data where there were two less rentals than the 2015 season but 2016 showed a higher income. Neil explained that this was because of a push at the gatehouse to put entry fees for those attending shelter events under the shelter category rather than under “day use” in order to better track income generated by the picnic shelters.
  + George Connick questioned why we pay sales tax on short term lodging and merchandise sales. Neil stated that as he understood it, even though we are a municipal operation, we are still required to pay certain sales tax. Neil is to look into the exact state laws on this issue.
  + George Connick asked about the money controlled by the Harb Trust and disbursements. Neil and Carla Dupuis responded that the commission has no control over these funds and the trust is specifically set up as a security to operate the park in accordance with the trust if the town fails to follow the guidelines of the trust or cannot operate the park for some reason. Questions about these funds should be directed to the Trustee, Mark Standen, at our annual meeting with him and his financial advisor.
  + Neil Lyman noted that the only new revenue category was that of merchandise including, t-shirts, sweatshirts, bags and hats. These sales only started at the end of the 2016 camping season and seemed to do well. Neil stated that the park may want to allocate a little more money to this category in 2017 and sell merchandise throughout the summer.

**Other Business:**

* Karrissa Davin asked about a line in the report regarding the possible replacement of the park maintenance shop. Neil stated that this was on the wish list of park staff as a upcoming large project. Neil to start planning process and get an idea of cost for such a project as well as permits and building requirements.
* Karrisa suggested that more benches be added to the playground this summer.
* Adding new equipment to the playground was discussed. It was suggested that all commission members check out the “Miracle Playground Equipment” site and make recommendations to Neil so he can get price quotes.\
* At 7:15 an executive session was called by Carla Dupuis and Neil Lyman left the room. Upon return Neil Lyman was informed that the commission had approved the allocation in the amount of $5,000 as bonus pay to Mr. Lyman.

**Public Comment:**

Meeting adjourned @ 7:25 PM