

DRAFT Minutes
Bradford P&R Commission Zoom Meeting
Oct 27, 2020, 7:30pm

Members Present: Skip Barrett, Jean Carlan, Jared Pendak, Karen Danforth, Ryan Lockwood

Members Absent:

Meeting called to order at 7:35pm

Minutes from 10/13/20 – Approved 4-0

Finances (No finances to approve this month.)

<u>Payable to</u>	<u>Amount</u>	<u>For</u>	<u>Status</u>
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Correspondence

Letter of resignation received by Jared Pendak from Eric Frydman, Recreation Director. Letter was forwarded to Selectboard.

Projects

Skating Rink:

- An order has been placed for liner and boards. Shipping takes 2-4 weeks. We still need to purchase brackets. Motion by Jean Carlan to use Repairs and Maintenance budget and spend up to \$200 to purchase brackets as needed. Seconded by Karen Danforth. Approved 4-0. Jared to finalize purchase.
- Last year, there was an issue with a hose. Jared will investigate when he meets with Heidi on 10/28 to start putting in boards.
- Discussion about setting capacity on ice rink – not necessary at this time but we will consider closer to opening. We will add signage near the rink and on building door with recommendations when finalized.
- Discussion of rink maintenance – do we know who volunteered to do weekly shoveling/snowblowing last year and should we reach out to them via email or just post on FB and listserv?
- Volunteer Day: Jared to see how board setup goes with Heidi on 10/28 and look for tracking information before we determine a plan for setting up rink.

Recreation:

- Jared to start Wednesday Walkers on 11/4. Minimum of three participants each week.
- Could we get a fitness class going this fall? (maybe run by Brandi from Bizzy Bodies)
- Discussion about encouraging family or solo endeavors this fall/winter rather than running group programs. Participants that complete a bingo card (or hike all 10 miles of Wright's Mtn. Trails, for example) earn a prize (could be gift certificates that support local businesses).

Budget Discussion:

- Draft budget is due November 20. BPRC to review 2020 budget at next meeting and create draft of 2021 budget.
- Need to discuss possibility of summer camp, swim lessons, maintenance salary, installation of Harmony instruments at Elizabeth Park.
- Consider our regular maintenance schedule for things like picnic tables, wood treating at Elizabeth Park, Gazebo and lattice repairs, skating rink repairs.

Recreation Director:

- Discussion about right time to post job opening. Decision to wait until January.
- Review job description (most immediate needs will be acting as a presence at ice skate rink, doing a survey of residents, summer camp).
- There are a few things loose strings: Can Rec Dir email forwarded? Can voicemails be forwarded? Is there mail we should pick up? Where do filled out usage forms go? Are there documents we should have access to? Jared to look into membership dues for VT P&R and Upper Valley groups to determine timing for paying dues (is it calendar year or fall-to-fall?)

Parks

- Elizabeth Park - Plan to install instruments in the spring. Plan to treat wood in the spring.
- Denny -
- Boch -
- Memorial Field & Bugbee Landing -

Other Business

- Grant to remove vulnerable ash trees in town. As part of the grant, new trees will be planted. Conservation Commission discussed possibly putting 7-8 mixed hardwoods at the top of the bank near Elizabeth Park. More info to come.

Next Meeting – Tuesday, November 10th 7:30pm

Adjourned at 9:03pm

Minutes respectfully submitted by Karen Danforth, Secretary

Action Items

- **Skip** – look into gazebo steps/lattice repairs
- **Karen** – set up Sharepoint files for Commission members
- **Jared** – look into VT P&R membership, Upper Valley groups, options for swim lessons for Bradford residents (Fairlee, Newbury?), discuss Rec. Dir. loose ends w/Danielle
- **Jean** – add approved minutes to website
- **ALL** – help Jared get Wednesday Walkers up and running (Google form signup sheet, post on FB and listserv?), brainstorm ideas for Bingo Card or similar ideas to encourage being active this fall/winter