

## JUPD Meeting Minutes 08/15/2018

Board Members Present: Olivia Strong, Carol Smith, Judie Jones, Dave Williamson and Marie Lynch  
Board Members Absent: Jim Massingham and Suzanne Graham

Meeting came to order at 6:57pm

**Meeting Minutes:** Review of 06/20/2018 meeting minutes was tabled as minutes were not received by the board members.

### Financial Report:

- Community Bank: \$37,584.40
- NEFCU: \$36,711.96
- Total: \$74,296.36

Motion made to approve financial report by Marie, seconded by Dave. All approved

### Park Management:

- Dave fixed the one way sign post and also straightened the handicap parking sign.
- Livy, Suzanne and Suzanne's new husband (congratulations) cleaned out the settlement pond of branches and beer cans.
- Charlie Weigand dredged out the settlement pond and it is working great.
- Neil Villeneuve is feeling much better from his broken ribs and is available to help with park clean-up. Livy told him there was a large branch near the Balch property that needs to be cut up and also one of the elm trees looks diseased and if so would need to be cut down. She has not heard back from him but if she does not hear back soon then Dave would be happy to cut up the large branch that is down.
- Orange cones are missing that kept cars from parking on the left side of the driveway. No one has been parking there so will monitor and if cars start parking there will deal with it on an individual basis.
- The people counter was reset. For July the total on the counter was 25,764 divided by 2 was 12,882 and divided by 31 was 415 persons per day.
- Livy found that groups by way of buses (Essex Parks and Recreation, Smugglers Notch) having been using the park especially on Fridays with no reservations. She has spoken with Bellgate and also Essex Parks and Recreation about the park policy. Discussed sending out a letter to these organizations on the parks reservation policy. Will hold for now.

### Sports:

- Judie announced that Wolverine's football will not be using the park this year. They will be playing at Jericho Elementary School. Judie sent an e-mail to Abby Hallock the president of the Wolverine's stating that the football equipment needed to be removed from the park storage shed by August 18<sup>th</sup> as the lock would be changed on that day. She has not received a response back as of the meeting.
- On October 12<sup>th</sup> there will be a large XC meet at the park (150-200 participants). It is as in the past the coaches responsibility to figure out where buses will park (not at the park).
- Dave will meet with Emmitt Manning (soccer coach) about his thoughts on improving the fields especially now that soccer is the primary sport at the park.

**Summer concert:**

- The summer concert series went very well this summer. Only had to cancel one concert. Discussed starting the concert at 6:30pm instead of 6:00pm. Will continue the discussion.

**Farmers Market:**

- The farmers market is going very well. Livy has sent a reminder to Elizabeth King (farmers market manager) that the port-o-let fee still has not been received for July and the August payment is also due.

**Other business:**

- Marie brought up that the snow plow bid needs to be posted. Discussion about purchasing policy that bid needs to be \$5,000 or more. We have not spent over \$5,000 on plowing in the past few years but to be transparent it was decided to put it out to bid. Livy will get the snow plow bid proposal out with a due date of September 30<sup>th</sup> and all bids will be reviewed at the meeting on October 3<sup>rd</sup> with the winning bidder contacted on October 4<sup>th</sup>.
- Livy has ordered official note pads (park logo and name) for all board members from 1<sup>st</sup> step printing.

Moved to adjourn the meeting made by Carol, seconded by Judie. Meeting was adjourned at 7:55pm

Respectfully submitted  
Marie M. Lynch