

**Draft**

**PRESENT:** Lyn Stan; Vice-Chair, Erin Sniderman; Treasurer, Pam Fitzgerald, Don Janik, Stacie Ohsberg, Gary Martin, Tuesday Orluk, Larry Smith (Selectmen's Rep)

**ABSENT:** Mark Lane; Chair, Phil Chura

Lyn Stan called the meeting to order at 6:10pm

**MEETING MINUTES:** Review and approval of previous minutes

**Draft Minutes for 08/20/18:**

**Motion for Approval: Pam Fitzgerald**

**Second Don Janik**

**Motion Approved**

**Draft Minutes 09/17/18:**

**Motion for Approval: Pam Fitzgerald**

**Second Don Janik**

**Motion Approved**

**TREASURER REPORT:**

	<b>General Ledger</b>	<b>Rec Revolving Fund</b>
<b>Previous Balance: \$</b>	<b>8,988.33</b>	<b>26,864.56</b>
<b>New Balance: \$</b>	<b>15,542.01</b>	<b>21,927.30</b>

Erin Sniderman made note on account discrepancies, will follow up.

Motion to approve payment of Epping well and pump with thank you for donated services of \$796.85.

With added note to send Thank you to Marty Tolls Landscaping for donated digging services.

**Motion: Gary Martin**

**Second: Pam Fitzgerald**

**Motion approved**

Motion to approve payment to fulfill contracted invoices from ELM Landscaping Services.

**Motion: Gary Martin**

**Second: Don Janik**

**Motion Approved 5-1-0 No: Pam Fitzgerald**

Concerns raised that contracted services are not being properly met and terms not being fulfilled.

**OLD BUSINESS:**

- **Castleberry Fair**
  - Follow up: Lyn Stan stated that we need to make sure the 2019 permit clearly stipulates where parking is allotted.
- **Budget 2019 Fiscal Year**
  - No report

**Draft**

**New Business:**

- **Risk Management and Liabilities: Dave Witham, Director of Risk Management:** Tabled as both Mark Lane and Dave Witham were unable to attend meeting
- **Ice Rink**
  - Epping Well and Pump came and made repairs to well at Governor Weare Park for winter use of the ice rink. Epping has submitted an invoice minus \$796.85 of donated services.
  - Still waiting discussion on liability for hockey usage for ice rink
  - Grant Winnes stated he is still waiting on hockey question in order to make sign. However, timeline is running short and needs to be approved at next meeting in order to have sign printed in time.
  - Larry Smith suggested additional signage to accompany well of non-potable water.
- **Christmas Tree Lighting**
  - Tuesday Orluk and Stacie Ohsberg reported a date has been set for ceremony on December 7, 2018. Pastor Ken has agreed to give the prayer. Donations have been requested and confirmed.
  - Still waiting on sourcing the tree for the Bandstand. Stacie and Tuesday to follow up.
- **Child Craft Fair:**
  - Tuesday Orluk and Stacie Ohsberg have made observations of talented and entrepreneurial youth in our town and would like to give the opportunity for them to showcase their talents.
  - Currently looking into vendor space and dates that will work for event. Tuesday will follow up on possible leads.
- **Brick Paver Program**
  - Erin Sniderman reported progress on Paver Manufacturer progress. Question raised to continue with granite engraved pavers or to switch to Brick. Decision was made to stay with Granite Pavers.
  - Question was also raised on who installed the first round of pavers and who will be installing the subsequent rounds. Erin to follow up on finding installation services.
- **Bylaws**
  - Lyn Stan submitted Draft of Bylaws for commission members to review for vote and ratification at November Meeting.

**OTHER:**

- **Town Improvement Committee**
  - Town Improvement Committee has officially been dissolved. Project items have been suggested for the Parks and Recreation Commission to take over.

**ADJOURN:** Motion to adjourn 7:10pm

**Motion:** Lyn Stan

**Second:** Pam Fitzgerald

**Motion Approved:** Unanimous

**Respectfully Submitted:**

**Erin Sniderman, Recording Secretary**