

Town of Lee Recreation Commission

Meeting Minutes for 08/01/2017

Call to Order

- Meeting called to order at 6:30PM at Little River Park.
- Larry Kindberg, Annette Brown and James Lonano were in attendance.
 - Also present were Mark from Pawtuckaway Nursery and Randy Stevens from the Highway Department.
- No public comments.
- The minutes from the June and July meetings were approved.

Old Business

- Landscaping at Little River Park
 - The Commission members met with Mark from Pawtuckaway Nursery and Randy Stevens from the Highway Department to finalize placement of trees and an irrigation system for the initial phase of the landscaping project.
 - The BOS previously approved our request to encumber the remaining \$4,500 in FY16-17 budget for us on this project.
 - A revised estimate from Pawtuckaway was received and reviewed – the estimate calls for the placement of 11 trees (7 shade trees, 4 flowering trees) at a total estimated cost of \$3,973.64.
 - Proposed placement of the trees were along the Pavilion, the sand box play area, and other area near the front field adjacent to the swings and basketball court.
 - Larry and Randy Stevens will meet separately with the contractor for proposed placement of the irrigation system and obtain an estimate.
 - It was discussed that the irrigation system will likely need a tank installed near the well system and the need for a shed built around it. Randy Stevens will prepare an estimate for this work and submit to Larry.
 - Larry will incorporate these updates in his presentation to the BOS set for August 14, 2017.
- Model Rocket Day
 - This was a very successful event with over 60 children and parents participating.
 - We hope to expand even further next year with increased advertising, additional launchers, and more model kits to be distributed.
- September Movie Night
 - The selected movie will be “The Russians are Coming...”, and the cost from the vendor will be \$285.
 - The proposed contract has been submitted to Julie Glover for approval.
 - Larry has met with Caren Rossi from the Fair Committee – it was discussed that the screen will be set up in the back field (newer field) and they will coordinate getting power out to the part of the park.
 - It is anticipated that it will be a 6PM set up time.
 - The Commission will also have a booth set up at the Fair.

- Banners for Events
 - Annette will secure estimates for the purchase of several banners to have on display at the Fishing Derby, Model Rocket Day, and Movie Nights.
 - It was also discussed about obtaining a mobile sign to be placed at the entrance of LRP denoting “Event Today”.
- Sign at Little River Park
 - There was a discussion about possibly painting the lettering of the sign to increase visibility.

New Business

- Friendship Rock Garden
 - There was a discussion about the possible placement of a Friendship Rock Garden at LRP. The Commission unanimously agreed to explore this further.
 - A more detailed proposal will be submitted by Gail Kindberg for further consideration.
- Advertising
 - The Commission will work on ways to increase advertising for Recreation events for next year.
 - Some ideas are increased flyers to be distributed at Mast Way Elementary School
 - James will also speak with Julie Glover about a Facebook Page for the Recreation Commission.

Conclusion

- The next meeting is scheduled for Tuesday, September 5, 2017 at 6:30PM to be held at the Public Safety Complex.
- The meeting was adjourned at 7:40PM.