

**Veasey Park Commission**  
**Meeting Minutes**  
**August 12, 2021**

7:00 pm          Call to order/Roll call

Present; Travis McCoy, Gary O'Connell, Craig Stevens, Chris Cook

Expected: Cody Lloyd (present at 7:08)

- **Citizens comments**

- Jackie Trimmer expressed her interest in the history and function of Veasey Park and offered to get involved if possible. The VPC gave her an overview and thanked her for her interest and told her they would be happy to involve her in the future.

- **Regular business**

- Chairman report (Travis McCoy)
  - Staff 7 Lifeguards/3 Park Attendants
    - Schedule
      - 3 Lifeguards + 1 Park Attendant
        - First 3 weeks for training purposes
        - Monday-Thursday during swim lessons
      - 2 Lifeguards + 1 Park Attendant
        - Friday-Sunday
    - Payroll
      - Over budget on payroll due to addition of unbudgeted Park Attendant
    - Uniform orders
      - Over budget on Uniforms due to large number of staff and incorrect sizes ordered.
        - Surplus of uniforms to be used in 2022 season
    - Reimbursements
      - Over budget on reimbursements due to lack of certification courses offered in 2020 due to covid. All of our lifeguards had to be recertified.
  - Facilities
    - Guard shack
    - Bath house
      - Travis would like to address the handicapped access to the bath house to make it more accessible.
      - Travis spoke to Ray Ellis (TOD Building Maintenance) about addressing the following during the off season
        - Screen doors
        - Repair hole in siding

- Kayak path
  - In need of more wood chips due to erosion from heavy rains this season. We have a pile of wood chips that can be used to repair path. More wood chips are readily available
- Ropes and buoys
  - Will be inspected and repaired as needed in the off season
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- Programs
  - Swim lessons
    - Travis stated that he was unable to get staff certified as WSI this year due to lack of certification courses and scheduling conflicts. Travis decided to offer levels 1-3 (basic swim instruction) that could be taught by non-certified instructors.
    - Discussed enrollment and schedule as well as the need to expand the program beyond the levels 1-3 currently offered. Would like to offer levels 4&5 (advanced instruction) as well as Junior lifeguarding, adult swim instruction, water aerobics etc.
    - Enrollment/schedule
      - 50 students enrolled with many students taking multiple classes in increasing levels over multiple sessions
    - Travis shared with the VPC the new certificates of completions for students and the raft pass' presented to kids who have completed the swim test recommended for access to the raft.
  - P&R summer campers
    - The P&R dept. did not use the park as often as in the pass. VPC discussed the possible reasons for this including weather, lack of space, intrusion on swim lessons. Travis will contact summer program director to see if we can increase the amount of days P&R uses the park.
    - Gary asked if would be of benefit to create a large gathering area away from the main beach and grove.
    - Travis stated that work has already begun on a large gathering area to the right of the entrance to the beach.
- Project updates
  - Forestry
    - Emergency tree removal (prop line with Hoateling)
      - The BOS approved the cutting of a group of trees identified by abutters as posing a threat to the neighboring property to the North of the park.

- Work will be done on Saturday, August 14<sup>th</sup>. Any additional work will be addressed in the off season. Discussed a warrant article to finance the forestry issue.
  - Travis moved to table further discussion; Gary seconded motion
- Solar
  - New batteries
    - Purchased and ready to be installed
  - Flood light for guard shack
    - Purchased and ready to be installed
  - Spotlights for kayak path, info board and walkways
    - Purchased and ready to be installed
  - Work to be completed in the off-season
- Parking lot and roads
  - Parking lot and access roads were eroded due to heavy rain. Travis spoke to Steve Rollins after the first storm of the season. The Highway dept has been very busy this year but has promised to address the issue ASAP.
- Old home day display
  - Travis informed the VPC that we will have an informational table at the Old Home Day celebration this year to include; a topographical model of the park, lifeguard mannequin, feedback display from patrons and informational display
- General clean up
  - Culverts/swales
  - Paint and stain
  - Picnic tables
  - Guard chair
  - Info board
  - Work to be completed in the off season
  - Scheduled clean-up activities for the weekend of August 28 and the weekend of September 4
- Erosion control
  - Travis informed VPC that the Fire department inspected the current French drain system to control the erosion. Based on the inspection Travis stated that the system is completely ineffective.
  - Discussed short- and long-term solutions
    - **Short term-** seal cracks in the retention blocks and apply for a dredge permit to move eroded sand back onto the beach. Travis stated that he had been approached by a resident who was willing to finance such a project through

donation of funds. The VPC would like to explore this option.

- **Long term-**
  - Warrant article to research options
    - Explore completion in phases
  - Warrant article to fund erosion control project
  - Travis asked if the highway dept. could add routine maintenance to park drives and parking lot?
    - Travis will look into logistics regarding this issue
- Review of outstanding minutes
  - No minutes to review due to no meetings during the regular season.
- **New business**
  - Travis would like to explore fundraising options to fund projects to better the park
    - Planting flowers and trees
    - Creating gathering areas
    - Possibility of building a new guard house building to provide better security for inventory, storage space (currently using men's changing room as supply closet), conference area, cool-off station (in the event of heat illness) and provide an office for the department head to work from (providing on-site management capability)
  - ARPA funds
    - Travis informed the VPC that funds are available and that it was suggested that we use them to "upgrade" our bathroom facilities to convert to a traditional septic system. The reason for the conversion was to eliminate the need for raking of the solids holding tank (once or twice a year)
      - Following discussion, it was determined that the system in place is effective with minimal maintenance and that it promotes an environmentally friendly feel to the park.
      - Travis stated that he likes the system as is, that it has 0% impact on the environment.
      - *Gary made a motion to vote on keeping the existing system as is, Craig seconded the motion, Vote was unanimously in favor.*
      - Travis will inform the Town Administrator of the decision
  - Budget
    - *Travis moved to vote to submit budget proposal the same as last year with a reduction in the part time employee line of \$750. Chris Cook seconded. Vote was unanimously in favor*
  - Travis stated the growing need to fund a "park director" position to be filled by the Department head. Position to be funded by a warrant article to create a stipend for said position. In speaking to the staff and patrons, he has been made aware of issues that would be best be handled by having an on-site manager. Travis has been keeping track of time spent on day-to-day operations at the park and determined that approximately 1,000 hour/year can be expected.

- May1- Sept. 15
  - 32 hrs./week x 18 weeks
- Pre-season
  - 20 hrs./week x 6 weeks
- Post season
  - 20 hrs./week x 4 weeks
- Off season
  - 8 hrs./week x 27 weeks
- Chris stated he agreed
- Gary stated he agreed as well and that looking around the room that 4 out of 5 of the commissioners were out of town at least 5 days/week.
- Travis stated that he would like to see the VPC concentrate on the betterment of the park and to direct the Dept head in the day-to-day operations and the managing of staff. Travis asked the VPC; if I stepped down, what would it take to fill the void. What would we have to pay such a person? Not just for the season but for the off season as well. He said that it is uncomfortable for him to bring this issue up (as a volunteer of over 10 years with Veasey Park) but that it is necessary to discuss it. He does not want to see what has happened with other things in town where when the person who used to handle the operations leaves, it is difficult or impossible to find someone to fill those shoes. Veasey Park has consistently improved over the years and he wants to keep that momentum going.
- Chris stated he would like to table this for further discussion after Travis does more research and that he would like to see that warrant article submitted for the next vote.
- Travis will put together a list of items discussed that can be addressed with the Town Administrator before the next VPC meeting
- **Citizens comments**
  - Jackie Trimmer suggested the inclusion of proposed up-coming warrant articles in the display for old home day. The VPC agreed that it would be of benefit to add the erosion control and forestry projects to the display.
  - Jackie thanked the VPC stating that she honestly had no idea how much went into running the park and thanked the commissioners for all the work that they do.
  - The VPC thanked Jackie for her input and expressed their desire to include her further in activities at Veasey Park.
- **Meeting adjourned at 8:53pm**

Next Meeting:                      September 2, 2021 at 7:00pm