

**- PUBLIC MEETING -**  
**Recreation Committee**  
Wednesday October 20th 5:00 pm  
Marge Jones Fields RT 90

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**Committee Members;** Craig Wilson, Barrett Brown, Jen Roper, Brian Fitzpatrick, Michael Archer

**AGENDA**

**I. Call Meeting to Order**

**II. Action Items**

- a. Approve September Meeting minutes
- b. Discuss Updates from previous meeting
  - i. Donation
  - ii. Completed projects
    - 1. New signage is in, needs to be installed
    - 2. Building permits approved and received
  - iii. **Projects to be Completed**
    - 1. Sports Field In November 16<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup> completing LL and Girls Softball. Babe Ruth is 3 weeks prior to Babe or Legion ball start
    - 2. Contractors, volunteers to get new equipment shed built. Pads prepped.
    - 3. Flagpole installation
    - 4.
  - iv. **Scheduled Yearly Maintenance**
    - 1. Sports Field Inc is scheduled for next year
    - 2. Farley Inc, irrigation is schedule for fall close and spring open
    - 3. Tom Fence Scheduled for April repairs. Early if weather allows
  - v. **Field Usage Calendar/Schedule**
    - 1. Need the primary contact (Name, Email, Cell) for each group utilizing the property to provide schedule for town use and to be added to a public calendar for all fields, basketball court, tennis court. This is something that will be required prior to use. Rough schedules. Not team related. No blank requests. IE, LL 4p-8pm daily
  - vi. **Create Field Usage Policy**
    - 1. All dug outs must be cleaned of trash and recyclables at completion of each event
    - 2. Field must be raked after play
    - 3. Gates all closed and latches properly fastened
    - 4. Etc.

**vii. Create Property Usage Policy**

1. Absolutely no alcohol on property
2. Absolutely no smoking on property
3. All animals must always remain on leash
4. Etc.

**viii.**

**c. Review Prepared budget**

- i. Yearly field usage fees
  1. LL Boys, LL Girls, Pen Bay Soccer; \$1,000 each yearly
  2. Babe Ruth, Legion Baseball; \$500 each yearly
- ii. Additional needs?

**d.**

**e. Outreach**

- i. Get all contact information for each group
  1. Five Town Little League
  2. Babe Ruth
  3. Pen Bay Soccer
  4. Others (Five Town Basketball, CoEd Softball, Five Town Football)

**III. Adjourn**