

Row 321-9733



Tassel Top Park

2017

End of Season Report

This has been a challenging year at Tassel Top. Mother Nature had her fun with very inconsistent weather (wet, dry, hot, humid, cold) and the weather forecasters were consistently wrong. World events put people on edge. Work, kid activities and more weekend fairs and festivals kept people too busy to relax at a beach, (any beach, as we were told). Many of our regulars never showed up until mid -August when they relayed these facts to us. A couple of our staff had serious health challenges but stayed the course and we ended the season intact, with the exception of our college bound kids, who had to leave early.

Special thanks goes, as always, to Barry Alden, whose mind never stops and whose work ethic and good humor are inspiring to all. He has been a great and constant asset to the park and town and we are extremely fortunate to have him...Thanks to Donna Libby, our third in command. She is great with the people, efficient, accurate and always flexible and reliable, always doing whatever is needed.

This was our first year working with Cathy Ricker in the office. She was great and our coordinated efforts proved successful...Rita Theriault, as usual, was great with payrolls, questions, copies, and anything else that was needed. She is always cheerful and glad to be of assistance. We are grateful for both of these women.

We thank Joe Villacci for always coming and quickly removing any and all scrap wood and other large trash items for us...Richard Knedler, our wonderful electrician and our DPW for the use of the truck for the season.

Our heartfelt thanks go to our Board of Directors who allow us to do what we are good at. We have been told by many people, that there is a special "vibe, spirit, feeling" here at Tassel Top. In a world where bigger is better and the "bottom line" is the primary focus, we are happy that we can maintain the unusual gem that is Tassel Top, while honoring the spirit of this unique property and it's animal families, and allow people who appreciate what we have to offer, to have a peaceful and relaxing respite from their daily grind. Many tell us that the beach is their happy place and their therapy.

We are grateful for the privilege of having this job and for being allowed the liberty to do it well. We thank you for that and for your part in it.

Sue

2017 TASSEL TOP PARK END OF SEASON REPORT

We had a great season in spite of a few challenges, the lake level and unpredictable weather being in the forefront. Lake levels stayed high until the beginning of August causing us to have to turn people away several times. The water temperatures were also all over the place but mostly remained in the mid-seventies. We get the lake level from an ex Coast Guard officer who goes swimming/diving each day, taking the water temperature at different levels and in different places on the lake. He also tracks the lake levels. This information is extremely helpful for us as we let our Facebook followers know the conditions each day in our post. We only had a couple of cases of "swimmer's itch" and both times it was because they had not put on sunscreen. We lucked out this year with no yellowjacket issues until the end of the season when Barry got stung in the woods. We found and ended 2 big colonies. So...when all was said and done, we once again had a very successful season.

STAFF:

Barry Alden, 12 years, (761 hrs.) was wonderful again this year as always. He crafted some new trails in the woods and kept everyone laughing in the heat of summer. We are so lucky to have him here...**Donna Libby**, 6 years, (308.5 hrs.) was a huge help. She is always reliable, flexible and cheerful, ready to serve wherever needed. The kids love her in the snack shack and she is excellent with the public in the gate house as well...**Beverlee Genthner** 5 years, (30.5 hrs.) did a fantastic job on the cabins and is a life saver on Saturdays. She had a great attention to detail so the cabins are immaculate when people come in...**Ryan Firman** 3 years, (87.25 hrs.) helped us only on weekends as he had another job during the week. He is great in that he can work in any department and does just that cheerfully. He learns quickly and is efficient and accurate...**Tina Cook** 3 years, (212.75 hrs.) has such a deep appreciation for this park and its wildlife. She loves to talk to people so she is perfect in the Gate House and she is a master at trash pick up at the end of the day, making sure there is no scrap of trash that a duck or other animal could choke on...**Norvel "Leo" Eagleton** 2 years, (191 hrs.) did a good job again this year. He usually works a night and both weekend mornings and was very reliable...We had 4 newcomers this season ... **Evan Bailey**, (113.5 hrs.) was amazing with mowing and beach patrol on the weekends. We shared him with Wind In Pines so he was able to get all the hours that he needed and was a huge help...**Mary Adams** (103.75) worked solely in the Snack Shack and did a great job. She had to leave early for college... **Maureen Denig** (153.75) was also reliable and flexible, mostly working in the Gate House but also had some shifts in the Snack Shack and filled in as and where needed and last but not least was **Sarah Eagleton**, (78 hrs.) came late to the season due to surgery, but she was wonderful in the Snack Shack and picked it up very quickly. Tentatively, barring anything unexpected, all of these people would like to come back to work here. They would all be welcomed back... **Meaghan Hall** quit with no notice and a shaky start.

BUILDINGS:

GATE HOUSE: Outside painted one coat with the second to follow in the spring. Window boxes were also painted. There is some rot on the logs at the bottom of the outside walls which has been there for several years and does not seem to be progressing very fast

FUTURE: 2nd coat of paint and metal roof

MAIN CABIN: Changed curtains in the kitchen and bathroom and put spare valances in the living room...New handmade concrete entrance and path, much more stable and easier to keep clean...New concrete patio with built in umbrella holder for glass umbrella table and chairs...New electrical circuit panel box and wiring now up to code.

FUTURE: Need new faucet for kitchen sink...New metal roof

MIDDLE CABIN: New comforters for all beds, curtains and a nearly new double bed mattress (Serta Pillow Top)

FUTURE: Need a new twin mattress, blankets, pillow, metal roof

THIRD CABIN: New comforters

FUTURE: Need new window on side, shingle repair, metal roof

BATHROOM CABIN: Put old living room valences in this bathroom, all else was good.

FUTURE: Metal roof and skylight

RENTAL GROUNDS: The lawns were reseeded in early June and the abundance of rain that month really helped to get them going.

FUTURE: 2 or 3 new Adirondak chairs

SHED: All is well

WOOD SHED: Is in good shape and works really well for the renters

MISC STORAGE SHED: Works perfectly to store unsightly things out of sight and we also store fire wood in there so it can dry.

THE "BIRD'S NEST: Continues to be a relaxing place to read, chat or just catch your breath after climbing the stairs to get to the parking lot.

HISTORY BOARD: This picture board continues to be a conversation piece and there were some random friends and co-workers of Jim Hall over the course of the summer who were extremely happy to see some recognition of him here. They shared some of their stories.

SNACK SHACK: The building and pond area are now in great shape. The window under the counter is still a hit with the younger children who can now see all the treasures that are for sale. Everything worked well and no equipment failed. We also had a great inspection!!!

The fountain in the pond was once again toppled and the money stolen from it.
(PLEASE SEE ATTACHED REPORT FOR FINANCES)

WOMAN'S CHANGING ROOM: in good shape

FUTURE: New facia boards

MEN'S CHANGING ROOM: in good shape

FUTURE: New facia boards

PORT-A-POTTIES: We had 3 regular and 1 handicapped which worked perfectly again this season. People were much better this year about dumping trash in them which allowed the cleaners to clean them better as well.

BEACH: The water level was extremely high this season until the beginning of August so we were having to turn people away for lack of space. We only had 2 cases of swimmer's itch reported and both admitted that it was their fault for not having used sunscreen. We did not have issues with yellow jackets this year until well after we closed for the season. Our bacteria counts were excellent all summer and they are as follows:

5/30---,6/6---,6/13-5, 6/20-104, 6/25-224 H, 7/4-167, 7/11-55, 7/18-24, 7/25---, 8/1-17, 8/8-5,

8/15- 8, 8/22-10, 8/29-1 L Our tester for this season was Alana Dougherty and she was awesome and very personable.

SWIM LINES: Went in the water on May 18th, broke once on August 23rd and was repaired, taken out on Sept 25th.

FUTURE: Will need new rope in the spring.

PICNIC TABLES: Bought 6 new at the beginning of the season which nearly cancelled out the old ones that were thrown out. In answer to the spring question about pressure treated legs, yes, these new ones have PT legs.

FUTURE: Replace as needed.

GRILLS: All grills made it through the summer. There are 3 of the originals that now have rusted through making them dangerous in their ability to burn feet with escaping coals.

FUTURE: Replace 3 in the spring.

BOAT MOORING: The boat mooring was used only once after a couple of years of not being used at all. It was used by inexperienced boater and broke. It was not repaired for them. They were reimbursed for the time not used. I would suggest that we discontinue this service as it is more trouble than it is worth. Most people now have kayaks and canoes. Can explain.

GROUNDS: Lawn on 302 was fertilized and reseeded, speed bumps were reconstructed on entrance road, there was no need for calcium on the road this year with all the rain we only had a few dusty days. New bridge built over "river" as the old one was unsafe...Evan did a stellar job mowing/weed whacking this season...gardens did well. The path from the upper parking lot to the lower one was reworked with some steps and drainage to help prevent washouts.

TRAILS: Barry expanded our trail system with a new outer loop and 2 connectors. Rocks were cleared and stone dust applied. People loved them.

FUTURE: keep working on this and more stone dust will be applied.

RENTALS: We had some wonderful tenants this year many of whom will be returning next season. We had one family who will not be invited back again. We were booked for 11 full weeks @ 950.00=10,450.00 and a 12th week off season at 850.00 plus 1 off season wedding reception @500.00 and a day function by the Chamber of Commerce which was not charged, for a total income of 11,800.00 which is down 400.00 from last year's 12,200.00... There were a total of 242 rental inquiries (up 13 from last year's 224) at the Gate House which is the only place that we keep track however there are always more at the Snack Shack as well. We also sold 19 carts of firewood = 95.00 for the rental.

FUTURE: The rent will be 1000.00 / week in 2018 and I think it would be fine to leave it at that for 2019 as well. (Please vote on this so I know what to charge in 2018 for the following year) We get a lot of generally local, middle class, working families and retirees here and I think it is important for them to have an affordable spot to make memories with their families. We have also found that they are more respectful and less demanding of the staff and facility and tend to "color inside the lines".

I would also like to propose that we delete the high /low rate differential. The staff and I have agreed that people get a better deal in the low season as there are few to no people around and so they basically have the entire place to themselves, it is quieter and they see more wildlife.

Also, I would suggest adjusting the daily fee to 150.00 for 1-3 people and just add 50.00 (plus tax and security (1-3=25.00, 4,5=50.00 and 6,7,8=75.00) per additional person after that up to 8. You can't get a motel room for under 50.00 a night and this would be for an entire day and overnight. Suggesting that we try this next season?

HOURS: Our hours worked out good again this season.

RATES: We are 1.00 below other parks in our area which generally works in our favor, but we also charge differently for children and seniors so I think that in spite of minimum wage going to 10.00/hr. we should be fine at 5.00 for adults for 1 more season and then I would suggest a 1.00 increase to 6.00 as minimum wage will be increasing each year. If you decide to change the fee I would increase to 6.00 for adults, 5.00 active military and leave the rest as is.

RENTAL RATES: Discussed under rentals.

SEASON PASSES: We sold 107 passes which was 18 down from last year's 128. No one complained. A few suggested that we go up a little on the price and make it for 5 people. Please see attached sheets regarding season pass usage.

MULE: starting mileage was 1088.9 ending mileage is 1193.4 (Oct 2). New battery was purchased on 8/31/17 as the other one had died.

FUTURE: A tune up in the spring when we start up and new tires put on.

TRUCK: Worked fine and was appreciated. Start mileage was 101400, ending mileage was 104706 (Oct 2)...Needs Oil change

INCIDENTS: We were pretty fortunate this season in that we had very few incidents. There were 2 incidents of kids/ adults drinking on the beach and they were asked to leave. There was one fairly large group who were actually able to break most of the rules by the time they were caught and they were banned from the park. One parent let her kids sneak in without paying. They were caught and asked to leave...Minor vandalism on 7/4 (speed signs pulled up and tossed into woods, flags put on beach...Had issues with people harassing/hurting ducks and ducklings. Called Warden Mike for advice which he gladly gave, complete with fine amounts etc and a sign was made and posted at beach

MISCELLANEOUS:

- Spring Board meeting in Main Cabin on 5/23/17
- Met with Cathy to work out system for doing things this season. Also had her set up separate account for the truck and deposit 1000.00 into that account on July 1, 2017.
- Got 3 roofing estimates per request of the Board. They were with Superior Roofing (the only one to actually follow through and give an estimate), Dave Mathieu and Top Gun Roofing.
- We had an outstanding crew this year!
- Opening day was moved to May 27th due to the weather
- Port-a-Potties were delivered on May 18th
- Dumpster service began on May 24th
- Sent out rental balance due notes in May. I do this each year to remind the tenants what more they owe and when it is due. This is very much appreciated.

-Old fencing at 302 was removed per request of Steve and Marshall. Judy Stevenson was the only one who commented on it.

-Smoke detectors were put in the 2 sleeping cabins.

-New border along path on beach by picnic tables. Old railroad ties were rotted and dangerous.

-Had a visit from Mike Schwartz who wanted Head Ranger to keep the park open beyond posted hours for him.

-Built peak on Barry's workspace roof so water would run off rather than collect there.

-Made a new handout for people who were new here regarding the rules and the law regarding harassing wildlife.

-Service Dog issue was resolved as much as can be and staff filled in on what our approach needs to be. Went through Portland Water District, Maine Human Rights Commission and our lawyer. Sign was made and posted.

-Didn't do an Anniversary T-shirt as there was no interest.

-Lap top was purchased and programmed by Kevin Woodbury for Sue and the internet modem and cable installed in Gate House.

-Septic tank pumped on 6/5/17

-Barry made concrete patio blocks and entrance. Had some extra so made a "sand" castle for the garden and a pair of hand which held a plant pot on a bench for the summer.

-Took up the wood edging the gardens by the cabin and put cobblestones down

-Joe Villacci took scrap wood away

-Lots of maintenance at the beach this year with the high water which buried table legs and left lots of debris.

-We had 7 tornado warnings in one day here!

-Lots of wildlife this year. We had a set of triplet fawns, one set of twins and one single. There was one fawn killed crossing 302 this summer. We also had an eagle, hawks, porcupines, skunks, raccoons, turkeys and so much more. There was one bird who made a nest in the porch roof of the gatehouse and one made her nest in the awning of the snack shack so they were a great attraction for people. Had one hawk try to grab a chipmunk off our porch with Tina sitting there!

-Lake levels were extremely high this season and water was still up under the tables in many places mid- June and early July.

-Lots of birthday parties and family reunions this year.

-Wheelchair was used twice and was very appreciated.

-Our contribution to the Town Report was complete, approved by Steve, and passed in to Sue Look.

-We gave the Library a reading certificate. Was not turned in.

-We had Gorham Rec. and OOB Rec. here this summer. OOB was new to us and they LOVED it here and will be back next year.

-We printed 700 Brochures this year.

-We have, as of Oct. 1st, 1429 "Likes" on Facebook and 1407 "follows". This has proved to be a really useful tool and is updated every morning during the season with the water temperature and hours for the day as well as anything else that needs to be brought to people's attention. Season Pass usage is also posted for those that want to know how their pass worked for them.

-An old friend of Jim Hall who used to live in the boat house when Hall had the property came with his son to see how the place had changed (permission from Phyllis) He was AMAZED at all that had been done and how beautiful it was.

-Snack Shack inspection was great again this season.

-Visits by Phyllis, Shauna, Judy Hall, her daughter and friend, and Bob Metz with his daughter and niece.

-Lots of interest during the solar eclipse and many watched it from their floats in the water.

-Had literally tons of people in mid- August who were just getting to the beach "any beach" for the first time all summer. They sited being busy and the weird weather early on for the delay. Summer was over before it got going for many.

FOR THE BOARD: Bonus for Barry


Discuss Postponing Roofs until next year. Sue will discuss.

Bench for Jim Hall at some future time.

SNACK SHACK REPORT.....SEE ATTACHMENT
SEASON PASS REPORT.....SEE ATTACHMENT
FINANCIAL REPORT.....SEE ATTACHMENT

The management and staff of Tassel Top continue to build on the natural beauty and serenity that Tassel Top offers to so many people. Many have declared to us that coming to Tassel Top is their therapy, their happy place. It is very edifying to know that this unique place is not just somewhere to go, but it really makes a difference in the lives of a lot of people from all over. People feel safe here and love how clean things are. Word of mouth continues to be our best advertising and people that come here bring friends, people that rent have guests who sometimes rent the following season and we have people who have heard about us from someone and follow up on that.

Tassel Top is an enterprise business of the Town but it is so much more than numbers and dollar signs and bottom lines. It is truly a business like no other. Our staff is a really eclectic combination of people who sincerely care for the park and what goes on here. They encourage and watch out for each other as each seeks to make Tassel Top the special place that it is. We thank the Board of Directors for allowing us the freedom to run this unusual property and for entrusting us with its care.

Sincerely,
Sue 
Sue

SEASON PASS YEAR END TOTALS FOR 2017 PASS FEE \$ 90.00

PASS# ADULT X5.00 CHILD X 2.00 SR X 3.00 TOTAL -TOTAL +TOTAL EXTRAS

151	9	45.00	—	—	—	—	45.00	—	45.00	—
1	14	70.00	—	—	—	—	70.00	—	20.00	—
153	11	55.00	9	18.00	—	—	73.00	—	17.00	—
154	14	70.00	2	4.00	—	—	74.00	—	16.00	—
155	13	65.00	—	—	—	—	65.00	—	25.00	—
156	15	75.00	10	20.00	—	—	95.00	5.00	—	2xc = 4.00
157	7	35.00	7	14.00	—	—	49.00	—	41.00	—
158	9	35.00	5	10.00	—	—	45.00	—	45.00	—
159	14	70.00	1	2.00	—	—	72.00	—	18.00	—

total pg 1								1534.00	149.00
total pg 2								569.00	519.00
total pg 3								502.00	373.00
total pg 4								369.00	509.00
Total pg 5								5.00	227.00
							Their gain →	2979.00	
							Our gain →		1777.00

We sold 107 passes @ 90.00 = 9630.00
 1202.00
 8428.00 we made on passes

**12 YEAR FINANCE PERSPECTIVE
SNACK SHACK AND GATEHOUSE ONLY**

YEAR	SNACK SHACK	GATEHOUSE	TOTAL
2017	5180.81 L	56,836.00	62,016.81
2016	6830.08	69,678.00 H	76,508.08 H
2015	6551.26	57,536.00	64,087.26
2014	6865.50	53,446.75	60,312.25
2013	6951.38	50,255.00	57,206.38
2012	7537.31	49,366.10	56,903.41
2011	6490.79	45,379.05	51,869.84
2010	9002.81 H	50,163.10	59,165.91
2009	7629.03	36,201.90	43,830.93
2008	7325.86	33,998.45 L	41,324.31 L
2007	5550.08	36,983.10	42,533.18
2006	5529.83	36,556.67	42,086.50

ATTENDANCE

2017.....14,027 plus 466 babies = 14,495

2016.....18,010 plus 636 babies = 18,646

Down 3983 plus 170 babies= 4153 down from last year.

Superior Roofing
577 Riverside St.
Portland, ME 04103
TEL (207) 702-ROOF (7663)
FAX (888) 429-6502
info@superiorroofingofmaine.com

ESTIMATE

Date	Estimate #
5/24/17	17-351

VOTED BEST ROOFING CONTRACTOR SINCE 2012!

Client/Billing Information
Town of Raymond 401 Webbs Mills Rd. Raymond, ME 04071

Project Address
Sue LaMarre Tassel Top Park

Client Phone: 310-0482 Sue LaMarre

Client E-mail: keepyerwings54@gmail.com

Description of Services	Total Due:
Install: Deck Armor Install strapping per manufacturers' specifications. Install Everlast Lynx screw down metal roofing. Install Snowblocks over entry doors on main cabin. Clean job site on a daily basis and remove all job related debris. All work performed to be compliant with OSHA safety requirements. Additional Information: Gatehouse \$1200.00 Main Cabin \$\$6600.00 The Shed \$4800.00 Middle Cabin \$2400.00 Third Cabin \$2400.00 Changing Rooms \$1200.00 each (2) Additional Information: Open ceilings in all buildings!	19,800.00
GC	
For Office Use Only:	
We look forward to working with you!	Total Due: \$19,800.00

This is a formal contract for the roofing/improvement of your home and will consist of the items indicated above. Any work specified by this estimate will be considered a binding agreement by the two parties referenced below. All terms and conditions apply. The date given to begin work is dependent upon weather. NOTE: Superior Roofing is not responsible for any charge by satellite companies to re-calibrate a dish. Before beginning any roofing project, the homeowner is responsible for protecting the inside of the attic from falling debris. Roof shoveling: Superior Roofing is not responsible for any broken shingles during removal of snow and ice. If rotted wood is discovered AFTER removing existing roofing, or it could not be identified at the time of sale, there will be an additional charge of \$70/sheet 1/2" plywood and \$5.00 per lineal foot for Dimensional lumber. Superior Roofing is not responsible for damage caused by neglect or by Mother Nature.

Terms: 1/3 down payment upon authorizing estimate. The remaining 2/3 is due within 3 days of completion of project. Credit Card payments can not exceed \$10,000.00 per job.
 This contract will be considered in effect at the date of signing. This estimate is valid for 20 days from the date submitted.
 Warranty is not in effect until invoice is paid in full.
 All materials are owned by Superior Roofing until installation. Homeowner only owns installed materials.

 Authorizing Signature

 Date

 Superior Roofing

 Date

Criteria and Instruction for Service Dogs

We are only allowed to ask 2 questions:

- 1. Is this dog required because of a disability?** If YES, go to question 2, if NO they can leave.
(we are NOT allowed to ask what the disability is or anything else regarding this question)
- 2. What work or task has the dog been trained to perform for you?**

If this all seems on the up and up to you, you may welcome them to the beach provided that:

- 1. The dog is on a leash unless that is impossible due to the handicap**
- 2. The dog is not allowed on the beach proper or in the water as it is a public health and safety issue. It may stay under/near a picnic table.**
- 3. The dog must be housebroken and any accidents must be immediately cleaned up by owner.**

We can legally deny access if any of these rules are not adhered to or remove the party if violations occur after entry. Public health and safety trumps everything else.

SNACK SHACK TOTALS

VENDORS

Capital Candy.....964.09
Coke.....830.31
Dollar Tree.....286.47
Schwanns.....510.18
Sure Winner.....1250.41

TOTAL REFUNDS

Capital Candy.....166.80.
Coke.....723.78
Schwanns.....115.91

TOTAL VENDORS...4054.76

TOTAL REFUNDS...1006.49

HOURS:

Donna.....56.50@ 10.00 =565.00
Mary.....109.75 @ 9.00 = 987.75
Maureen.....35.25 @ 9.00 = 317.25
Meaghan.....26 @ 9.00 = 234.00
Ryan.....21 @ 9.00 = 189.00
Sarah.....72.75@ 9.00 = 654.75

TOTAL HOURS.....321.25
TOTAL WAGES.....2947.75
TOTAL VENDORS.....4054.76
TOTAL EXPENSES.....7002.51
INCOME..... 5180.81
PLUS REFUNDS.....1006.49
TOTAL INCOME.....6187.30
MINUS EXPENSES.....7002.51
TOTAL FOR ALL..... -815.21