

**Tassel Top Meeting Minutes**  
**04/14/98**

Members Present: Bob Metz, Steve Crockett, Jim Lewis, Steve Swick,  
Tina Pomerleau, and Nathan Poore.

- I. Agenda and previous meeting minutes approved.
- II. Krainin Real Estate--Discussion regarding entering into an agreement with them to rent the cabin. After discussion with Krainin Real Estate, Nathan Poore did not want to sign this because of a clause in their contract about insurance and liability issues.

It was stated that the original purpose of the rental agreement was to take the burden off the town of renting the cabin and also to insure that all available weeks would be rented. An established relationship with a local realtor would provide long-term value.

Nathan Poore proposed to them on April 7, 1998, an agreement that would be less formal and involve a finders fee versus a formal contract with a commission. Several committee members liked this idea and felt that there would be less liability for the town and room for negotiation on the amount of the finder's fee, rather than a standard 20% real estate commission.

Rental Fee Discussion--Should the amount for peak weeks be raised to \$500.00 per week? After this discussion, Steve Crockett made a motion to accept the amount of \$500.00 for peak weeks as a rental fee, and Tina Pomerleau seconded the motion. The vote was unanimous; motion passed.

- III. Review of Nathan Poore's List of Projects to Complete (04/14/98).
- IV. Steve Swick agreed to handle the staffing for the beach. He felt that he would require a total of seven part-time employees and one full-time employee (8).

Appropriate attire was discussed and a consensus was reached that all employees would wear khaki shorts or pants with the Tassel Top (green) shirt and a name tag with the employee's first name only.

Nathan Poore asked that all employees attend one training session prior to the Park opening for sexual harassment, etc. Steve Swick agreed. (The Park will open Memorial Weekend (Saturday, May 23, 1998).

Discussion regarding the visibility of staff members ensued. Steve said his original standard was to have a staff member on the beach once per hour. This

had diminished in recent years, for a various reasons, but he agreed to try to institute this again.

- V. Private Party Request--Nathan Poore received a request for a private party on the beach. Several issues and concerns were raised regarding what could happen if private parties on the beach were allowed. Also concerns were discussed about the lack of a policy regarding private parties and the legality of doing this on municipal property.

Tina Pomerleau made a motion to deny the private party request and Steve Crockett seconded the motion. The vote was unanimous and the motion passed.

Further discussion regarding the legality, development of a policy, and the possibility of a Pavilion for party use at the top of the hill, will be discussed at a future meeting.

- VI. Steve Swick asked for official acknowledgement and recognition to Zack Swick for his Eagle Scout Project at the Park. This will fulfill his badge requirement. Nathan Poore agreed to make out a "Certificate of Achievement" from the Town/Committee. This would be done by 05/21/98.

- VII. Miscellaneous--Nathan Poore reported that the cabin was broken into. Not much damage.

Bob Metz will distribute the new flyers at local area businesses and information booths.

Bob said he received a phone call from someone interested in opening the Snack Shack.

Tina Pomerleau agreed to look into a permanent versus a removable wheelchair ramp. However, it was discussed that the existing ramp must be upgraded to a usable standard. Nathan Poore added that there may be existing grant money for such a ramp.

Steve Swick will check the wiring to the Snack Shack (damage from the ice storm) and open up the cabin and turn on the water.

Steve also requested that a small dumpster be placed for the trash generated by cabin renters. Nathan Poore agreed to have this done, possibly through EnviroPac).

- VIII. Next Meeting--Tuesday, May 12, 1998 at 7:00 PM at the Tassel Top Park.

The meeting was adjourned by Bob Metz at 8:30 PM.

Respectfully submitted by: Tina M. Pomerleau  
cc: Committee and Select board Members

**Tassel Top Park Committee  
List of Projects to Completed  
April 14, 1998**

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- ***Rock and fence barrier - Nathan White***

To be completed in the spring of 1998.

- ***Contact U Maine Machias for Internship program - Nathan Poore***

Contact was made in November. A letter with brochure and job description was sent with an application deadline of March 31, 1998. No applications were received.

- ***Bedding/Mattresses***

Steve Crockett and Nathan Poore will meet (on site) to determine needs.

- ***Purchase bedding and pillows***

Need to take an inventory then purchase at local vendor - Wal Mart ?

- ***Contact 1997 renters for 1998 weeks then hire Krainin to rent the rest - Nathan Poore***

Wrote a letter to all renters on November 25, 1997. Gave a deadline of March 31, 1997 to select weeks. Krainin originally stated that rent should be tried at around \$450 rather than \$500 per week now they are insisting we go for \$500 which I agreed too. A contract is still being worked out - liability and indemnification issues are holding things up. We may try to go with a simple finders fee type of agreement. They are nevertheless still advertising the property.

- ***Arial Photos***

Nathan Poore to contact Bob Murray about availability.

- ***Painting Cabins and Grounds Work***

The Correctional Facility has made an initial commitment to complete before opening.

- ***Rodent Damage***

Nathan White to complete before opening.

- ***Staffing***

Need to discuss.

- ***Private Parties - Beach Reservations***

Need to discuss.

- ***Beach Cleaning***

Harold Burnham suggested we clean the leaves off the beach due to ideal cleaning conditions, however, I have had no one available. I checked the condition of the beach after taking his call and viewed no excess debris. I will have the beach cleaned when the inmates arrive.

- ***Items to address per the Krainin Rental agreement***

We need to purchase several items: TV; microwave; vacuum; and toaster oven. We also should have cable TV access. A phone should be installed. I can get these things accomplished if the committee agrees.