

**Town of Raymond  
Tasseltop Board of Directors  
December 13, 2005**

**Bob Metz  
Betty McDermott**

**Steve Crockett  
Phyllis Burnham**

**Denis Morse  
Don Willard**

**This meeting was held at the home of Phyllis Burnham at 6:00 P.M. and was called to address specific agenda items, financial matters and to review any needed changes to Tasseltop's policies, by-laws and operational procedures.**

- 1. A brief review of the policy and by laws for current and new members was discussed.**
- 2. The new brochure for 2006 was presented and accepted.**
- 3. A brief review of Revenues and Expenditures for 2005 was examined.**
- 4. The duties of Head Ranger were explored and accepted as follows:**
  - a. to be responsible to the Town Manager**
  - b. to hire and oversee staff and cleaning personnel**
  - c. be a spokesperson for the park and good ambassador for visitors**
  - d. to order supplies and take care of necessary permits**
  - e. to keep adequate records and daily reporting tallies**
  - f. to keep maintenance and equipment inventories**
  - g. to have supervision of personnel, grounds & sanitary maintenance**
- 5. It was decided, unanimously, that Tasseltop staff should not be responsible for duties at Raymond Beach or other town beaches.**
- 6. Bob Metz will meet with Mike Schwartz about continuing in 2006 as a Ranger under the supervision of a new Head Ranger.**
- 7. Denis Morse and Don Willard will explore other State Park record keeping and financial systems before we decide how to upgrade for the coming year.**
- 8. Phyllis Burnham will call Louise Lester about contacting candidates for an additional board member.**
- 9. By law, Tasseltop's by-laws and policies need rewriting and will be addressed at the next meeting.**
- 10. Bob Metz will prepare and mail out an agenda for the next meeting.**
- 11. A review of the November 8, 2005 meeting will be held to clean up loose ends.**

**The next meeting will be held on Tuesday, January 31, 2006 at the Public Safety Building at 6:00 P.M.**

**Respectfully submitted,  
Phyllis Burnham**

**TASSEL TOP PARK  
2005 SEASON REVIEW  
RANGER'S REPORT**

III Review of the season

G. Major Problems:

There were communication problems between the park and the Town Office.

Two car break-ins' were reported. (Signs stating that patrons "Park at their own risk have been obtained but not posted)

Some season pass holders continue to fail to place their stickers on their cars. (One person placed their sticker on a CD case explaining that they had two cars.)

There was an ant and rodent problem in the main rental cabin. (In fact the nice couch that was in the center of the front room, was infested with mice.) Orkin Exterminators were called in to deal with the ant problem.

IV Recommendations for '06

Staff re: size, salaries, hours: Existing size of staff adequate. Salaries should be raised according to industry standards, however existing salaries seem to be Adequate.

There is a possibility of establishing an internship through the University of Maine's Department of Forest Management, Parks, Recreation and Tourism Program. Associate Professor John J. Daigle is the contact person( see letter.)

B Equipment needed: I was told to create a "wish list." So here goes:

1. Pick-up truck- I have discussed this with the School Department Transportation Person. He said that we could share it and he'd maintain it. A decent used vehicle would be adequate, with 4x4 drive and an 8'bed would be what I'd suggest.

2. New Golf cart or a John Deere "Gator" for use on the beach or on the narrow trails. This was suggested by Pete and Don Alexander.

3. A new boat. (Although Phyllis lets us use one of her boats.) This boat should be able to take some kind of an out board.

4. Riding lawn mower (a John Deere, of course!)

5. "New" computers and monitors.( We already have new printers!)

6. Adirondak style chairs.

**TASSEL TOP PARK  
2005 SEASON REVIEW  
RANGER'S REPORT**

**III Review of the season.**

**A. General over view: FEWER RAINY DAYS AND INCREASE IN FEES**

Tassel Top (T-Top) Park continues to be southern Maine's best fresh water, family friendly, summer recreation day trip destination. The park serves the greater Portland area along with the rest of Cumberland County, and draws from neighboring York, Androscoggin, and Oxford Counties. With fewer rainy days and a 70% fee increase, the 2005 season was an overall success.

**B. Staff:** 2005 saw an almost entirely new and younger staff. Along with two gate keepers, two snack shack sales clerks, two assistant Rangers, two cleaning people, and a Head and Assistant Head Rangers, the park could said to be, "at full strength." (This condition was reached by the first week in August and lasted for about two weeks.)

**C. Facilities:** The park continues to be adequately served with present facilities. The park looks forward to completion of the planned electrical service up grade and the promise of new picnic tables for the 2006 season.

**D. Equipment:** In 2005 the park enjoyed radio communications with the acquisition of 4 compatible Motorola T-5500 5-Mile range hand sets. Existing swim lines for both T-Top and Raymond beach are and will be refurbished with new polypropolene rope. The grounds maintenance staff welcomed a new John Deer weed whacker. Three new childrens' benches were obtained for the snack shack. Also put into service: Two new picnic tables and grills.

**E. Cabin Rental.** Rental revenue did not meet expectations. High gas prices may have been a contributing factor. Many park customers asked about and were shown the cabins. Every single one said that they were "very" interested. They were given brochures and told to contact the Town office.

**F. Snack Shack.** Sales were also down. Again the price of gasoline along with the increase in user fees may have been a factor. Park users continued to ask for some kind of "hot" food like hot dogs or coffee. Requests for bag ice and charcoal were also made.

The snack shack introduced sundry items such as insect spray, and first aid supplies.

Traditional fare such as ice cream, soft drinks, snack foods, and candy continued to be popular. (Advice to future: No Gatorade or Orange Cream Bars.)

**TASSEL TOP PARK  
2005 REVIEW  
RANGER'S REPORT**

**IV Recommendations for '06**

**C Dates of Operation:** I suggest Memorial Day to Labor Day: Any good day weather and staffing permitting.

**D. New garage/office/workshop/overnight quarters**

- |                           |          |
|---------------------------|----------|
| 1. Materials 24x24 precut | \$4,900. |
| Slab( average price       | \$1,200. |
| Electrical                | \$?,???. |
| Plumbing /Heat(propane)   | \$?,???. |
2. Uses: Secure place for tools, funds, supplies, winter storage, and workshop for repairs. Also sleeping/cooking /bath quarters for staff.

**E . Open Air Drama Stage**

1. Write grant to obtain funds to start an evening theatre.
2. The area behind the snack shack is a natural arena.

**F. Overnight camping.**

**G. Open Snack Shack to sell hot chocolate, coffee , pastries during ice fishing season. Charge people to park ...etc.**