

Meeting Minutes for Tassel Top October 2013 Board Meeting

The Tassel Top Board Meeting to discuss the End of Season Report written by Sue LaMarre, was held on Tuesday October 1, 2013 from 6:08pm to 7:14pm. In attendance at the meeting were: Sue LaMarre, Bob Metz, Steve Crocket, Phyllis Burnham, Wendy Thoren, Teresa Sadak, Don Willard, Nathan White, and Shauna Pepper.

I. Discussion

a. Staff

- i. Sue was unanimously voted back for the 2013 season
- ii. Barry will be returning for another season
- iii. Some staffing issues with the teenage hires, but a teenage replacement and adults worked out great

b. Business

- i. Park closed to public 12 times because of poor weather or no business
- ii. Hot days park was filled to capacity and needed to close to the public

c. Review of Sue's Outline

i. Park maintenance

1. Buildings

a. Gate house

- i. New deck, railing and patio/landing on front of gate house
- ii. New landscaping, walkway/speed bump from employee parking to front of gate house, new planter design with rock fountain
- iii. Rockwall by exit was built up
- iv. Main sign updated
- v. New cash register and fan purchased

b. Main Cabin

- i. New PEX water pipes installed in basement due to copper line corroding and leaking
- ii. Cedar fence installed
- iii. Driveway divider stained and planted with Hostas
- iv. Added to rock wall in front of the deck
- v. Tongue and groove wall to ceiling in living room

c. Middle Cabin

- i. Awning built over side window to keep sun from adding addition heat to cabin

d. Third cabin

- i. Patio built on side of cabin – used heavily
- ii. New fence out back and between the 2 sleeping cabins

e. Bath house

- i. Rubber mat flooring installed – worked great

- f. Rental grounds
 - i. End and grill tables repainted
 - ii. Concrete grill pad poured
 - iii. New camp fire pit designed and poured
 - iv. New solar lights to mark paths between buildings at night
 - g. Shed
 - i. Replaced front fence that was rotted with a new fence
 - h. Snack shack
 - i. 2 fans replaced with new fans
 - ii. New receiver purchased for music
 - iii. Barry built a small standing café table
 - iv. Health inspector had glowing reviews upon inspection and commented that it was the best around
 - v. Capital Candy will be issuing a check for the credit on the account along with the refund amount from the 2013 season
 - i. Women's changing rooms
 - i. Building completely gutted to add 3 new stalls – 2 regular sized stalls and one larger stall with a chair
 - ii. Additional chair outside of stalls
 - iii. Walls lowered to just under screening for better lighting and air flow
 - iv. Small trash cans installed on walls for sanitary items
2. Education Center
- a. Old/rotted stairs removed and replaced and new beam stairs and crushed stone added
 - b. "Quiet" area created – 2 new benches built overlooking woods/lower parking area
3. Beach area
- a. Sprayed for poison ivy in spring
 - b. Replaced all board fencing with cedar rail fencing
 - c. A couple of new benches built to replaced rotted ones – Barry's new design is favored with patrons
 - d. Jim Hall's relatives had a family reunion at the park and were amazed & in awe of all the updates to the park & buildings
 - e. Few incidents w/people coming from Raymond beach by boat
 - f. 3 cases of duck itch on last day of the season

- g. Bacteria counts were good again with only 1 high reading – possibly due to camp visiting
 - h. Camps that visited this season were: Windham Rec., Gorham Rec., and Yarmouth Rec.,
 - i. Cumberland Rec. was scheduled to visit but it was rained out
 - i. It was discussed in order to better patrol the beach that there will be extra patrolling of the beach area Friday - Sunday
4. Boat mooring
 - a. Moved again due to ice during the winter and possibly head winds
 - b. Sue will look into estimates for a mushroom mooring
 5. Picnic tables
 - a. Purchased 4 additional tables at start of season and Barry built 2 addition tables and a half table near the end of the season
 - b. Working on ideas to stretch the life of the tables
 - i. Coming up with different design
 - ii. Will try only water sealing top surfaces
 6. Swim lines
 - a. New buoys worked great
 - b. Able to reuse swim lines due to new buoys
 7. Grounds
 - a. Crushed stone walkways in chute
 - b. Multiple bird house added to chute
 - c. Forsythias planted along fence near 302
 - d. Birdhouse installed at garden near 302
 - e. Trimming in multiple areas of park and beach to manage overgrowth
 - f. Inmates did a great job raking upper park and getting it cleaned
 - g. Bryan Peterson gave 30 hours of community service and did a wonderful job and was a huge help
 - h. *Electronic cigarettes
 - i. It was discussed and approved by board that electronic cigarettes will be considered as regular cigarettes and will also be prohibited from the park

- i. *Memorial Bench
 - i. It was discussed and approved by the board that a memorial bench for Candace Woolston, a cherished member of the community who whole heartedly support Tassel Top and the town of Raymond, would be welcomed at the park
 - ii. The idea for the bench was initiated by Amy Farmer and a group of her colleges, and would also be financed by them
 - j. Wildlife continues to thrive and return which indicates that the park is being managed properly
 - i. Wildlife that can be found is: deer, hawks, eagles, turkeys, skunks, groundhogs, raccoons, red and gray fox, minks, chipmunks, and squirrels including an all white squirel
- 8. Trails
 - a. Right side of road entering park was covered with gravel to cover exposed roots and create better footing for patrons
 - i. Helped define trails and will help make maintenance and cleaning debris easier
 - ii. Fencing and raised walkways created across road at trail crossings to slow drivers and alert their attention to pedestrians crossing
- ii. Equipment
 - 1. Mule
 - a. Mule continues to be running strong
- iii. Revenue
 - 1. Rentals
 - a. 230 rental inquiries
 - b. 5 weekly rentals and 5 daily rentals
 - c. 6 weeks rented for 2014 with additional inquiries and interest in renting next season
 - 2. Certificates for park admission
 - a. Certificate given to Gray New Gloucester PTA for silent auction, but was never redeemed
 - b. Certificate given to Raymond Village Library for summer reading in exchange for leftover flowers from their flower sale, but wasn't redeemed
 - 3. Park Rates
 - a. General admission

- i. Prices worked great and many patrons thought the adults were \$5 instead of \$4 and felt it should be the greater price due
 - ii. No complaints about eliminating the 1/2 price admission after 5pm
 - b. Park passes
 - i. Best pass system so far
 - ii. Rate was acceptable to majority of patrons
 - iii. Families with more than 4 were okay with paying admission each time for additional family members
 - c. Brochures
 - i. Handed out all 700 brochures which is 100 more than last year
 - 4. Facebook
 - a. Up to 312 “likes” as of meeting
 - b. Have a big fan base
 - c. Has been a very successful tool and is a great way to post hours, incidents and anything relative to the park
 - d. Many people visit the FB page in and off season
- iv. Incidents
 - 1. Beach area
 - a. During a rain storm a patron opened the gate to the beach and backed their car all the way down to beach
 - i. backed car into bench and fence at beach area and destroyed both structures
 - 2. Hostile man with women passenger asked about when the park closed and drove through gatehouse without paying admission - when asked to pay he became rude and hostile and was asked to leave – went to see Sue and continued making threats then finally left
 - 3. A couple of incidents with boaters tying to swim lines or beaching outside the lines
 - 4. Wildlife
 - a. A hurt red squirrel was caught and taken into the woods
 - b. A huge dead eel was taken into the woods at another time
 - 5. The passenger window of a minivan had the window smashed and a bag stolen – items were said to be a beach bag full of notebooks and a police report was filed
 - 6. Two wedding rings were lost, but one was recovered
 - 7. Two accidents this year
 - a. Barry cut his eye and required stitches
 - b. Blake sprained his ankle leaping off gatehouse deck
- v. **Future Projects**
 - 1. Tassel Top Sign at 302

- a. In the spring the Tassel Top sign seen from 302 will be taken down and looked over for any needed maintenance and fixed accordingly
 - b. the sign will be freshened up and have new poles added
 - c. Trees will be trimmed so that the sign is more visible
2. Gate house
 - a. Partial siding near the bottom needs to be replaced due to rot
3. Main Cabin
 - a. Metal roof and skylights to add more lighting
 - b. Refinish floors
 - c. Handicap rail for toilet
 - d. Repair cracked windows
4. Middle Cabin
 - a. Metal roof
 - b. Ceiling fan
5. Bath house
 - a. Skylight to vent steam out of building
6. Rental grounds
 - a. New grill for tenants
7. Snack shack
 - a. Renovate inside
 - i. Close up areas to outside wildlife i.e. critters/bees
 - ii. Make inside more efficient for workers
 - iii. Create a way to help cool building for employees and coolers/freezers
 - iv. Repair deck
 - v. Delete delivery ramp (one already in place on front of building) and build a side deck with some chairs for people to sit and eat
8. Changing rooms
 - a. Replace screening around top area of men's changing rooms
 - b. Replace screening around top of women's changing room building
9. Beach
 - a. Will need 4-5 picnic tables for start of next season
 - b. Need 3-4 new grills
 - c. Need 4 more sombrero buoys to replace remainder of Styrofoam buoys
10. Trails
 - a. Continue with gravel