

Meeting Minutes for Tassel Top October 2014 Board Meeting

The Tassel Top Board Meeting to discuss the “2014 Tassel Top Park End of Season Report” written by Sue LaMarre, was held on Tuesday October 7, 2014 from 6:04pm to 6:50pm. In attendance at the meeting were: Sue LaMarre, Bob Metz, Steve Crocket, Phyllis Burnham, Wendy Thoren, Teresa Sadak, Don Willard, and Shauna Peffer.

I. Discussion

a. Staff

- i. Sue was unanimously voted back for the 2015 season
- ii. Barry will be returning for another season
- iii. Few staffing issues but overall had a great staff

b. Review of Sue’s Tassel Top Fall Report 2014 *for more detail please see Sue’s report

i. Park maintenance

1. Buildings

a. Gate house

- i. Is in good shape until next year
- ii. New sign frame built and installed by Barry
- iii. Brown gates removed and replaced with cedar rail fence along with a small garden

b. Main Cabin

- i. Flooring was sanded, stripped and refinished
- ii. Old couches donated to Good Will
- iii. Rocking chair and chair & rocker set purchased to replace couches
- iv. New pads purchased for remaining wooden couch
- v. Barry donated dishware and glasses
- vi. Purchased mugs and silverware
- vii. New screen curtain purchased for sliding door
- viii. Handicap rail for toilet purchased
- ix. New “fat boy” tank and insulated gas line installed to bring up to code

c. Middle Cabin

- i. Old broken bureau donated to Good Will
 1. Replaced by green painted wooden crates

d. Third cabin

- i. Bunk beds separated to be safer for children
- ii. Donated big bureau to Good Will and replaced it with one of the bunk beds
- iii. Added curtains
- iv. Small bureau was finished

e. Bath house

- i. Rubber mat flooring worked great

- f. Rental grounds
 - i. New grill purchased
 - ii. Louise Lester donated glass top patio table and two chairs for use
 - iii. Lawns lightly seeded
 - iv. Landscaping done at cabin and shed area with new lawns and gravel to allow for better definition
- g. Shed
 - i. Is in good condition
- h. Snack shack
 - i. Rebuilt deck eliminating service ramp and adding ramp of crushed stone and patio blocks
 - ii. Barry replaced cinder blocks located under building at corners with large concrete blocks and 6x6 inch beams underneath building
 - iii. Deck is now level and properly attached to building
 - iv. Re-decked with existing undamaged boards
 - v. Additional deck space added where service ramp had been
 - vi. Cedar rail fenced used around deck
 - vii. Painted in new lighter color to aid in the paint not absorbing the heat as much
 - viii. Purchased Adirondack chairs and end tables for patrons enjoyment
 - ix. Pond with fountain installed in front of building
 - x. Hose run from main cabin to snack shack for watering plants and grass, and fill pond
 - xi. Barry built a stone wall and planted grass near the circle to aid in keeping rain from washing out the area
 - xii. New sign board built and installed in order to post rules closer to beach
 - xiii. All shingles were removed from sides of building and resided in ship-lap
 - xiv. New set of doors built and Plexiglas window installed to allow smaller children to see what's offered to purchase
 - xv. Inside was gutted to studs and re-walled with white (washable) paneling and ceiling done in ship-lap
 - 1. Created brighter and cleaner environment
 - 2. Will help shield heat from roof
 - xvi. Installed new counters for work space and shelving for stock items

- i. Changing rooms
 - i. In good shape
 - ii. Compliments were given about the changes to women's changing area
 - j. Port-a-potties
 - i. Changing twice weekly worked great
 - ii. Small trash containers aided in eliminating some of the trash going into the toilet
- 2. Education Center
 - a. Benches used often
- 3. Beach area
 - a. Portland Water District visited weekly on Tuesdays to test the water quality
 - b. Water levels high for most of season
 - c. Sprayed for poison ivy in spring
 - d. Hosted several events
 - i. Birthday parties and reunions are becoming a tradition
 - ii. The Britain/Hall family, relatives of Jim Hall, had a reunion
 - 1. Hadn't seen the park in 20 years
 - 2. Commented that "It just gets more amazing each time that we come!"
 - iii. Team building seminars have started to occur
 - 1. Catholic Charities were repeat customers
 - iv. A group came to celebrate their independence day
 - v. No cases of duck itch
- 4. Boat mooring
 - a. Not used and so far will not be used by renters next year
- 5. Picnic tables
 - a. Purchased 6 additional tables
 - b. Will not be staining and instead use water seal on tops in efforts to remedy rotting of the wood due to trapped water when using stain
- 6. Grills
 - a. Replaced 3 grills
 - b. Winterized grills by covering with contractor bags in hopes to keep winter precipitation from rusting them
- 7. Swim lines
 - a. Buoys worked great and now have a full set
 - b. Rope broke once due to high winds
 - c. Rope has been able to last three years due to buoys

- d. Lines were pulled on Sept. 15th
- e. Buoys off rope and ready for spring

8. Grounds

- a. Sprayed for poison ivy
- b. New ""flag sign"" placed at Rt. 302 with garden below it
- c. 7/2 calcium chloride on roads lasted most of season
- d. Three green men with flags placed on hill going from top parking lot to lower lot to slow down drivers
- e. Hornet nest in ground found and eliminated
- f. Stone well built around well head on access road to park
- g. New pathway gates to beach built
 - i. Used PVC pipes to sink in gate in order to lift out in case of an emergency or so that an emergency vehicle to could get through
 - ii. Logs placed along road side to beach and ground smoothed
 - iii. All old split rail fencing was moved to front of park and replaced with cedar rail fencing
 - iv. New stump garden and welcome sign created at the gate house
- h. Wildlife continues to thrive and return which indicates that the park is being managed properly
 - i. Wildlife that can be found is: deer (2 families this year), turkeys, an eagle, hawk family, red and gray fox, porcupine, wood chuck, mink, skunk, chipmunks, and squirrels

9. Trails

- a. Added gravel
- b. Continuously raked and trimmed
- c. Due to wet summer pine trees shed needles majority of summer

ii. Equipment

- a. Purchased new chain saw

iii. Revenue

1. Rentals

- a. 232 rental inquiries
- b. Hosted Louise Lester's retirement party early in the season
- c. 8 weekly rentals and 4 daily rentals
- d. 2 day rental and 10 weekly rentals already scheduled for 2015 season

2. Certificates for park admission

- a. Certificate given to Raymond Village Library for summer reading in exchange for leftover flowers from their flower sale, but wasn't redeemed

3. Firewood
 - a. Sold 28 bundles = \$84.00
 4. Recreation Departments
 - a. Visited by Windham Rec. (two times), Gorham Rec., South Portland Rec., and Gray Rec. (first time visiting)
 5. Park
 - a. Rates
 - i. Prices worked great and many patrons thought the adults were \$5
 - ii. Leave entry rates as they are
 - iii. Leave rental rate as it is
 - b. Hours
 - i. Worked well and people mostly left on time
 - ii. Leave hours as they are
 - c. Park passes
 - i. Rate worked well and the park had less of a profit loss because of the rate
 6. Facebook
 - a. Up to 622 "likes" as of meeting
 - b. Has been a very successful tool and is a great way to post hours, incidents and anything relative to the park and for answering any questions
 7. Miscellaneous
 - a. C.C. Sheriff Cole Chandler stopped into park occasionally
 - b. Did Annual Report for Town Report
- iv. Incidents
1. Beach area
 - a. On 6/19 a duckling was killed by a child on the beach
 - b. Two dead eels and one dead baby seagull washed on shore
 - c. 7/18 man and woman were intoxicated and on drugs were bothering patrons and arrested by Cumberland County Sheriff and trespassed from park
 - i. Three officers assisted and their car was towed
 - d. 7/20 a man was arrested for intoxication
 - i. Unable to prove previous times
 - ii. Arrested (and trespassed from park) by C.C. Sheriff with three officers assisting
 - iii. Man had been in the water wearing only boxers yelling profanities and threatening the safety of his sister
 - e. 8/10 two men and two women were reported to be drinking while their babies slept

- i. Alcohol was confiscated and they left on their own accord
 - f. 8/10 man was intoxicated and complained of the park's peach tea
 - g. Can of lemonade dumped into beach sand, starting yellow jacket issues
 - h. Yellow jackets
 - i. Yellow jackets caused were so bad that the beach closed at 11am
 - 1. Money was refunded to those leaving within a half hour time period
 - 2. Remaining patrons stayed until the actual closing of the park
 - ii. Calls were placed to surrounding parks and it was found that they were experiencing their worst year
 - iii. Spoke with Carina Brown from the PWD and it was said that all beaches were experiencing problems
 - iv. After consulting with Done Willard, Bob Metz, and the other board members it was decided that the park would remain open and signage would state the situation
 - v. 5 customers were lost for remainder of season due to bee allergies
- 2. Soiled adult boxers left on path to lower parking lot
- 3. One dead baby porcupine was found

v. Future Projects

- 1. Gate house
 - a. Replace some siding that's rotting near the bottom
- 2. Main Cabin
 - a. Metal roof and skylights to add more lighting
- 3. Middle Cabin
 - a. Metal roof and ceiling fan
 - b. Refinish floor
- 4. Third Cabin
 - a. Refinish floor
- 5. Bath house
 - a. Skylight to vent steam out of building
 - b. New shower curtain and rings
- 6. Rental grounds
 - a. Touch up trim paint
- 7. Snack shack
 - a. Revisit creating a new foot wash station
- 8. Changing rooms
 - a. Replace screening around top

- b. Ship lap over current siding to aesthetically match the snack shack

9. Beach

- a. Replace picnic tables as needed
- b. Replace grills as needed
- c. Replace swim lines

10. Trails

- a. Work on trails and continue with gravel

11. Chainsaw safety course

- a. Barry will need a helmet, chaps, gloves and mesh face mask
 - i. Purchase gear from Windham Rental
- b. Barry will be able to take a safety course through the town
- c. Nathan will be in touch with date and time

c. **Motions made by Tassel Top Park Board of Directors**

- i. Bob Metz was unanimously voted in as president
- ii. Sue was unanimously voted back for the 2015 season
- iii. Refinish floors in middle and third cabin
- iv. Motion was made and seconded thanking Sue for her spring report and to accept her report
- v. Motion made to keep Shauna Peffer as secretary
- vi. Motion was made and seconded to close meeting at 6:50pm