Meeting Minutes for Tassel Top Board Meeting May 23, 2017 6:02pm – 7:16pm

I. Call to Order

- a. Roll Call
 - i. The Tassel Top Board Meeting to discuss the Head Ranger's "2017 Tassel Top Spring Report", was held on May 23, 2017 from 6:02pm to 7:16pm
 - ii. Attendants of the meeting were: Sue LaMarre, Steve Crocket, Phyllis Burnham, Wendy Thoren, Marshall Bullock, Don Willard, Nathan White and Shauna Peffer
- b. Approval of October 4, 2016 meeting minutes
 - a. Meeting minutes were approved by board
 - 2. Meeting minutes were unanimously approved
- c. Chairperson's Report
- d. Welcome Back Everyone
 - i. Old Business
 - 1. Truck Finances
 - a. Discussed monetary assessment for truck usage
 - A per year charge or set fee will be determined for use of town truck – determined to budget \$1,000.00 per year for truck which includes capitol and maintenance
 - c. Truck should last 3 years
 - d. Truck has had oil changes and ball joint replacement
 - e. Truck will be used by town during the winter months
 - f. A reserve account needs to be created for vehicle/truck funds
 i. Sue will talk with Cathy about creating a reserve
 - account
 - ii. Transfer will take place on July 1, 2017
 - 2. Capital Improvements
 - a. Buildings
 - i. Estimate for gate house, main cabin, middle cabin, 3rd cabin, shed and changing rooms
 - 1. Superior Roofing quoted \$19,800 for work
 - a. Gate house = \$1,200.00
 - b. Main cabin = \$6,600.00
 - c. Shed = \$4,800.00
 - d. Middle cabin = \$2,400.00
 - e. 3^{rd} cabin = \$2,400.00
 - f. Women's changing room = \$1,200.00
 - g. Me's changing room = \$1,200.00
 - 2. 3 days to complete all roofs
 - 3. Will go over existing shingles
 - 4. Strapping would be applied to main cabin so nails and screws won't show
 - 5. Another option is "everlasting links"
 - a. Type of metal roofing that locks together
 - Sue will have a sample dropped off and ask about visiting work they've done in the area

- b. Big ticket items
 - i. Mule needs new tires
 - ii. Circuit box
 - Box is being moved state inspector wants box outside
 - 2. State inspector is scheduled to return 5/24/17
 - 3. Cost is less to have it outdoors
 - 4. Need to move water tank
 - Not sure how much additional cost will be, but Richard will do his best to keep budget close to \$3,000.00 for project
- ii. New Business
 - 1. Head Ranger's Report
 - Review and discussion of Sue's "2017 Tassel Top Spring Report"
 *for more detail please see Sue's "2017 Tassel Top Spring Report"
 - 1. Reimbursement for expenditures
 - a. Discussed a credit card for Sue
 - b. Suggested to make purchases at Paris Farmers Union
 - i. Use account for purchases
 - ii. See if there is a non-profit discount
 - 2. Service dogs
 - a. Spoke with Chad at PWD
 - b. Requirements
 - i. Must have: vest, certificate, cannot go in water
 - c. \$1,000.00 fine for misrepresentation of a service dog
 - d. Sue will look up statute and post information on sign at gatehouse
 - 3. 25th Anniversary t-shirts
 - a. Sue will look into ordering shirts
 - b. Need at least 12 ordered
 - c. Cost is \$10 per shirt and will be sold for \$15 each
 - d. Sue will order 12 shirts in various sizes
 - 4. 2018 Cabin rental prices
 - a. Change in weekly rental price
 - i. Currently \$950/wk
 - Price has been changed to \$1,000/wk in season & \$900/wk off season
 - b. Daily rental price no change
 - i. \$150 for up to 4 people
 - ii. \$250 for up to 8 people
 - 5. Laptop/tablet for Sue to use for payroll

- a. Sue will contact Kevin & Rita about the availability of a laptop or tablet
- Currently the park doesn't have wifi but does have cable to be able to set-up wifi
- c. Rita will go to the park to show Sue how to use the payroll program
- 6. Possibility of using reclaim at gatehouse
 - a. After discussion, found that it will not work
 - b. Will continue to use calcium
- 7. Swim lines in
 - a. Will need new rope in 2018
- 8. Grills
 - a. Leave uncovered year round
 - b. Tip towards lake so snow melts out of them
- 9. Picnic tables
 - a. Spray top surface with Thompson Water Shield
 - b. Water gets caught in joints
 - c. Ultimately would like to have picnic tables made with pressure treated legs
- 2. Motions and agreements made by board
 - a. Take down fencing at Rt. 302

e. Calendar

- i. Next Tassel Top Board Meeting scheduled for fall of 2017 will take place once the rental season ends
 - 1. The date will be discussed at a time closer to the fall
- ii. Discussion:
 - 1. Review roof quote
 - 2. Bench for Jim Hall

f. Adjournment

i. The Tassel Top Board meeting ended at 7:16pm