

**Recreation District #1  
Board of Commissioners Meeting  
September 18, 2017**

**Board present:** Nixon Adams  
Todd Richard  
Majure Savell  
Rick Danielson  
William Matthews  
Daniel Seiden

**Board absent:** Jeff Blackman

**Staff present:** Kathy Foley –Director  
Cindy Jackson –partial

**Visitors:** Susan Sheehan of Ripple Resources

**The meeting was called to order by Chairman Adams at 6:30**

**Roll call taken**

**August Minutes**

Discussion of minutes. Motion by B. Matthews to accept the August minutes as written. Second by R. Danielson. Vote 6-0 in favor.

**Financials (attachments)**

Tax revenue reports- Nixon recapped that 92% has been collected and the District should exceed budgeted projections. Discussion

August monthly reports- Kathy reported that expenses should be under budget projections and revenue should meet or exceed budget projections. Discussion.

Review of Bank statements and accounts- Nixon reported that he had compared bank statements to financial reports and found no issues.

Review of Credit Card documents- Bill reported that he had reviewed the credit card statements & documentation. All purchases were for the District and all had the documentation and justification attached.

Banking Services- Cindy reported that the transition to Whitney has been good and we are getting excellent service. Discussion of can the contract with FNBC absorbed by Whitney/Hancock be modified. Board agrees with staff that Whitney can absorb the FNBC contract/sign new contract but that changes can not be made or a new RFP will need to be done for banking services. Motion by B. Matthews to send Whitney/Hancock an assumption of contract agreement for signature. If they don't sign, then for the District to issue a new RFP for banking services by the end of the year. Second by R. Danielson. Vote 6-0 in favor. Motion passes.

Motion by T. Richard to accept the monthly financial reports as prepared by Cindy Jackson. Second by B. Matthews. Vote 6-0 in favor. Motion passes.

**Update on Castine Center roof repairs and AC replacement**  
(attachment)

Board recapped report that showed roof repairs and replacement are done and waiting on the two new AC units which are due in the last week of September.

**Update on Road resurfacing and restriping**

Kathy reported that the road was complete and the striping would soon be complete. Both companies have been easy to deal with and very professional. Kathy reported that the contract was not lump sum and some additional areas had been approved to be paved (driveway of CC).

**Assessor's proposed cooperative endeavor and resolution**

(attachments) Kathy recapped the program. Discussion. Motion by B. Matthews to approve the Chairman and Director to enter into cooperative endeavor and sign all necessary paperwork. Second by T. Richard. Vote 6-0 in favor. Motion passes.

**Consideration of sponsoring sports equipment drive for Hurricane Communities** (attachment)

Kathy recapped the handout about the idea of the District sponsoring a sports equipment drive. Discussion. Motion by R. Danielson to approve the program. Second by M. Savell. Discussion. Concern expressed that locations/towns in need should be found before program is started. Staff agreed. Discussion. Vote 6-0 in favor. Motion passes.

### **Request for additional funds for emergency replacement of Castine Center chiller unit (attachment)**

Report outlined that bids for the replacement chiller came in higher than projections. Original budget was \$50,000.00 and lowest bid was \$63,900.00 with \$1,425.00 for Engineering fees for a total of \$65,325.00. An additional \$15,325.00 is needed to fund the complete project. Discussion. Motion by B. Matthews to move \$15,325 from Capital replacement to FCP CC Roof/Air conditioning. Second by D. Seiden. Vote 6-0 in favor. Motion passes.

### **Update on meeting with Children's Museum about their future plans**

Bill updated the board about the meeting with Children's Museum Representatives. They are looking at possible options for a location for their Museum. They would like to request possible consideration while we are doing strategic planning. Group to talk with their full board and will possibly make a request to the District.

### **Preparation for NRPA Conference**

Kathy recapped the on-site to the Park is scheduled for Monday September 25<sup>th</sup>. Kathy recapped with the board the schedule of events for both the on-site and the 4 day conference.

### **Update on Pretty Acres Park and possible survey conflict**

Kathy and Nixon recapped that after having surveyors return to site for verification, that it was determined there is no conflict. Surveyor of property being sold was in error.

### **Recap from Strategic Planning process**

Update on meeting with State Parks- Rick recapped that the meeting went well. Both parties are interested in talking further about possible joint development of facilities or the District leasing or purchasing of property.

Update on State Land Office- Kathy reported that she and Nixon had talked with the appraiser and sent them all the information about the lease etc. Appraiser to check back with State about scope of work.

Update on Parish land swap- Kathy said that the Parish is committed to getting this transaction done by the end of the year. Board would like to invite Larry Birch to next board meeting to talk about his thoughts.

Sponsorship scope of work for consultant- Susan with Ripple said that she and the District still needed to get together to finalize the scope of work. At that time she can then give the board an estimated cost.

**Discussion of consideration of a bond issue in the spring-** Board said that many things are still undetermined at this time that would affect the decision to go out for an election or not.

**Timeline from Bonding attorney-** Board reviewed timeline. Tabled till the October meeting. Bonding attorney to attend meeting. Vote in November if needed. Discussion about concerns of timing and need for citizen input.

**Concession monthly report (attachment)**

Kathy reported that the concession is showing a \$2,071.45 projected profit for the month of September.

**Division updates**

The board briefly reviewed the Park's division and Castine center division monthly reports.

**New Business** Rick asked if the Park division could look into blocking off or posting no parking signs on the mediums as some people are parking illegally.

No old Business

With no further business, a motion was made by M. Savelle to adjourn the meeting at 8:05pm. Second by B. Matthews. Vote 6-0 in favor.