

## **Camp Denison Committee**

February 14, 2017

Meeting Minutes

Smokey's Den, Camp Denison

**Meeting Opened:** 7:10 pm

**Committee Member Attendance:** (x indicates attendance)

x	Jim Lacey, Chair	x	Bob Gorton, Member	x	Jack LoCicero, Member
x	Chris Roop, Clerk		George Langlais, Member		Ella Richardson, Member
	Bob Apprich, Consultant		Kim Dowling, Consultant	x	Don Anderson, Camp Manager
x	Kim Therrien, Member				

**Guests:** Andrew Pazar, NSNP; Don Watson, Stu Scranton, Denny Madden

**Minutes Approval:** January 10, 2017 minutes approved as written

### **Discussion and Motions:**

#### 1. Camp Manager's Report

- Quiet time of year though the calendar continues to fill up.
- Stu Scranton helped fix the most recent problem with the snow blower but it is over 20 years old and we need to consider purchasing a replacement. Current machine can be a backup.
- Dog walkers
  - Dog walkers that don't clean-up after their dogs has been something of a problem, especially when there are multiple dogs and the walkers aren't aware of where they are doing their business.
  - Dogs are rarely on a leash.
  - Some walkers don't come prepared to pick-up and bags at the kiosks are typically not stocked during the winter. Bags will be stocked at the kiosks.
  - Andrew and others have had potential issues with dogs not on leashes running up to people, especially children. The dogs may be friendly, but the children may still be intimidated.
  - There are some signs about cleaning up, in addition to it being a town ordinance. The camp will add two additional signs, at the entrance gate and the small parking lot. When observed not complying, walkers will be warned. On subsequent offences, the person's license # or name will be provided to the police for follow-up action.
  - Town ordinance and camp rules state that dogs must be on leashes. For well trained dogs that respond to voice command, this has not been an issue. All others will be required to leash their dogs.
  - The Manager's report was unanimously approved.

#### 2. Treasurer's Report

- The YTD revenue has been \$21,688 and YTD expenses \$16,963.
- Electric charges include the street lights in the parking and cabin areas.

- Water billing is inconsistent since we are not on a wireless meter and there is probably estimating done some months. Don has checked the meter when there should not be any usage and the meter doesn't show any flow.
  - The Friends of Camp Denison accounts total \$18,268, with almost \$8,000 of that being revenue from Raffle sales.
  - \$3,500 in new Raffle proceeds was turned in.
  - The Treasurer's report was unanimously approved.
3. New business:
- Bob Gorton reported that paid camp utilization over the last 5 years has been generally increasing. 2012 – 24%, 2013 – 31%, 2014 – 27%, 2015 – 31%, 2016 – 38%.
4. Old business
- Committee members are reminded to complete their Conflict of Interest Training. There have been consistent problems reported with printing out the certificate.
  - North Shore Nature Programs
    - The NSNP contract was presented and changes from last year's contract with WIW discussed.
    - Changes to the legal wording of the contract provided by Town Counsel were discussed and all agreed that they were reasonable. The required clauses have been submitted to Counsel through the Town Manager for approval.
    - The contract, as presented, was approved by the committee. When the final version of the contract is approved by Town Counsel, the committee will provide a final approval, but in the meantime, Andrew will move forward and meet with the ConCom and start advertising the summer program.
    - Holding an informational meeting to present NSNP to prospective clients and former clients of WIW would be a good idea and will be organized.
  - Management Plan
    - The updated Camp Denison Management plan that now includes much of the previous management plan was discussed.
    - The provision allowing the Manager to be able to adjust rates charged was discussed. Examples where rates were either decreased or increased when appropriate were provided. The latitude appears to be warranted and used with discretion.
    - The new version of the plan was unanimously approved.
5. Sub-committee Reports
- Easter Egg Hunt
    - Don Watson reported on preparations for the event and that he has received donations.
    - Rather than using our big sign at Spiro's we will only use the electronic sign at Town Hall to advertise the event.
    - Hours for the event were discussed and need to be finalized.
  - Raffle
    - We now have 29 door prizes and expect a few more. This will mean that approximately every 6<sup>th</sup> or 7<sup>th</sup> ticket will either be a cash or prize winner.

- The idea of holding the drawing outdoors, with only the food being inside was discussed. Don A. assured that we can make the decision at the last minute, based on the expected weather, whether to get tents.
- The question of how to handle door prizes for winners that are not present was discussed. The idea currently is for winners present to choose as they win and, if the remaining prizes are not appropriate for out of town winners (such as local restaurant gift certificate), they be exchanged for cash value. Additional details will need to be sorted out but the feeling was generally positive.
- Bath House
  - Steady progress has been made and most of the drywall installation has been completed. Work was not possible today due to snow blocking access.
  - There was a setback with the installation of the showers. The trim for the shower controls was designed for concrete walls and will need to be replaced for appropriate trim kits. This will cost about \$500.
  - The lights that were proposed are too expensive so new fixtures need to be identified. The lights need to be LED and "T65" rated (appropriate for damp areas). We need to also pick the emergency exit and outdoor fixtures.

**Meeting adjourned:** 8:44 pm

Scheduled Committee Meetings: 2017: 3/14, 4/11, 5/9, 6/13, 7/11, 8/8, 9/12, 10/10, 11/14, 12/12