

## **Camp Denison Committee**

May 2, 2017

Meeting Minutes

Smokey's Den, Camp Denison

**Meeting Opened:** 7:03 pm

**Attendance:** (x indicates attendance)

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

**Guests:** Don Watson, Brian Testa

**Minutes Approval:** March 21, 2017 minutes approved as written.

### **Discussion and Motions:**

1. Camp Manager's Report
  - Don will be away May 10 – 12. Chris will open the cabins and Nature Center on the 12<sup>th</sup> for the incoming group.
  - The Scout weekend April 7-9 to cleanup and burn brush was a great success. Scouts from Newburyport, Saugus and Georgetown, along with a couple of high schoolers participated. An email was sent thanking everyone for their efforts that weekend, with the Easter Egg Hunt and overall support.
  - Rentals are brisk. The calendar is full, except for mid-week.
  - The remains of the old shed need to be cut up and disposed of in the dumpster.
2. Treasurer's Report
  - There is \$19,087 in the revolving account, though not all of that is available as monies have been set aside in case of deposit returns and for a capital reserve.
  - The "Friends" account has about \$23,530, though most of that consists of raffle receipts and dedicated funds.
  - The bath house funds available are currently running around \$1,600 less than required to finish the project, though there are some additional finishing touches still to be obtained. The Town Meeting approved an additional \$5,000 from the CPC to finish the project, which will be more than enough to cover the costs.
  - Another fundraising event is being planned at Flatbread in June. We took in about \$350 at the last event, in addition to about the same in Red Sox Ticket sales. Don Watson will check with Flatbread about putting the raffle board up. There will not be a Red Sox Raffle this year.
  - The treasurer's report was unanimously approved.
3. New business:
  - Capital Spending Priorities
    - A list of various projects and equipment, collected from the committee and volunteers, was reviewed. Some items were less than \$500 while others, like replacing the lodge roof, were closer to \$20,000.

- Jim Lacey stressed the need for a coordinated development of priorities so we look at the work to be done in a more holistic way than has been done in the past.
- While there is no disagreement with developing a master plan, there was a lively discussion as to how one should be utilized in a practical way, considering cash flow and availability of resources. As we have seen over the winter with the Bath House project, with everyone working on one large, multi-faceted project, other tasks that may be important don't get attention. We will need to develop a more holistic view of the work, while prioritizing and inter-weaving components of large areas of work so we can make progress on several fronts within a given timeframe.
- In addition to building maintenance, to preserve the structures, consideration should be given to improvements that will enhance the rentability and guest experience. Areas that are becoming shabby should be cleaned up and painted, with the understanding that we are not trying to be more than a camp. An example of this is the condition of the gazebo, often used for weddings. A good power washing and painting would make a big difference. When doing this type of work, repairs will often be found that can be fixed before they become major problems. We need to develop an annual maintenance program where we revisit certain areas to keep things looking good and prevent problems from developing.
- Decisions were made to prioritize or act on the following items:
  - Space heater for bathroom in main lodge – Chris will provide a “long term” loan of an electric baseboard heater.
  - Privacy locks for the 4 cabins – There are slide bolts in the shop that will be installed.
  - Window shades for the GS Cabin and Nature Center – Shades to block the light will be installed toward the “street lights”. The “blue checked” curtains in Smokey's don't need to be replaced, for now.
  - New storm door, Don' apt – The door needs to be replaced, but is dependent on completing the siding work and replacement of the window before installing a new door.
  - New Camp Denison T-shirts & hats – A new batch of hats should be procured so new volunteers can receive one, and existing hats in disrepair can be replaced. There are also opportunities to sell hats to camp visitors.
  - Improvements to Gazebo – The gazebo will be pressure-washed, examined for needed repairs and painted.
  - Speed bumps – will be purchased from the remaining road funds. Approx. \$2,000.
  - Building painting – Additional areas identified for painting are the gable-end of the lodge and the fascia boards on Don's apartment.
  - Up-date out door bathrooms by main lodge – Paneling is coming apart. Drywall should be put on the walls.
  - Install toilet / plumb bathroom sink in Nature Center – No action for now. Additional discussion needed to determine actions to be taken.

- Snow blower – Three-stage snow blowers were discussed but it is believed that there are no after season bargains to be had at this point. Additional investigation to see what is available and/or wait for fall.
- Master drainage plan for lodge / apartment area – Additional research is required.
- Paving small parking lot – The small lot will need to be scraped down to get to a firm base. Check with Peter Durkee to see if he can prep the area. Funds from the road project can be used, if there is enough after drainage work and speed bumps.
- Replace lodge roof – It was decided that we should put off the roof repair for a year to build up a bigger capital reserve. Paying “prevailing wage” is required on town projects and will increase the cost over the estimates already received.

#### 4. Old business

- Inmate visit
  - Inmates will be here to work the week of May 22<sup>nd</sup>.
  - Four inmates will work with Bob Gorton on the Settlement area to identify the boundaries of the house foundation and see if the walls can be found. If, after a day, no progress is made, they will be reassigned to other projects.
  - The other four inmates will work on projects from the work list. The work on the concrete apron in front of the shop needs to be coordinated with the concrete slab in front of the bath house.
- Bath House Schedule
  - The bath house has been moving forward quickly recently. The drywall was finished and the interior painted.
  - The window and ceiling trim has been installed, but still needs to be painted.
  - The lighting is going in and the floor will be laid on May 4<sup>th</sup>. Lighting work will continue after the flooring is done.
  - The counters should be ready next week and be installed before the plumbers return the week of the 15<sup>th</sup>.
  - Toilet partitions and accessories will be installed after the plumbers have completed installing the toilets, sinks, drains and vent through the roof.

**Meeting adjourned:** 8:35 pm

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