

## Camp Denison Committee

May 9, 2023

Meeting Minutes

Smokey's Den, Camp Denison

**Meeting Opened:** 6:38 pm

**Attendance:** (x indicates attendance)

x	Harry Nelson, Chair	x	Sue Gardiner, Asst Clerk		<i>Non-Voting:</i>
x	Chris Roop, Clerk	x	George Langlais, Member	x	<i>Don Anderson, Camp Manager</i>
x	Jim Lacey, Treasurer	x	Jack LoCicero, Member		
x	Steve Pinto, Asst. Treasurer				

### Administrative Business

**Motion** by Jim: Approve April 11, 2023 Minutes as written. Seconded by George. Passed, 7-0.

### Discussion and Motions:

#### 1. Treasurer's Report

- Balance in Revolving Account is \$45,400
- Projected Income for FY23 is \$6,800

**Motion** by George: Approve Treasurer's Report as written. Seconded by Jack. Passed, 7-0.

#### 2. New business

- Flooring in bathhouse men's room: The mats are working fine. It would cost \$650 for a vinyl patch; we will hold off on this due to expense.
- Discussion of air conditioning for Great Hall: The benefit of adding air conditioning to the Great Hall for summer rentals was discussed. It would require mini splits or 2 window units. In addition to the cost of purchase and installation, the cost of electricity would need to be considered. We will discuss further at the next meeting.
- Bathroom doors: The bathroom doors do not always close completely. Repairs will be made.
- Building exterior repairs: The fascia and some siding on the bathroom by the Lodge needs to be replaced. The Great Hall main entrance has rot beneath the windows.
- Cloud storage for Camp Denison documents: We are currently using a Committee member's personal DropBox account to store documents from meetings as well as contracts and historical documents. Sue will ask the Town Clerk if we could have access to the Town server for storage.

#### 3. Old business

- Donation to Trinity Pre-School: A letter of thanks was received from the school.
- "Use of Grounds" wording: Wording was selected for use on our website, on brochures and applications, and on kiosks around the Camp. We will also add signage at the rear of the Lodge by the firewood box.
- Septic system perc test: The plan and application have been completed and presented to the Board of Health to approve. Cost was \$5,000. Conservation Commission has been given the invoice to approve.

- Verizon internet bill & Camp internet account: The Camp's internet account is set up and installation is complete. Don will be responsible for cancelling his personal internet account. Going forward, we will pay 50% of his cell phone bill (since he uses it for Camp Denison business). Sue will talk with IT about setting up a filter as well as setting up guest vs. staff access. Chris will give Andrew the password for the Camp internet router; he will also reset the extender.
- New flooring – Great Hall: This has been put on hold during the busy rental season. It seems wise to keep existing floor; we will do repairs then refinish when we have a full week with no Lodge rentals (probably in the fall).
- Putting dock in water: Saugus Scout Troop 63 worked on getting the dock in, with assistance from the Friends of Camp Denison volunteer team. We thank the Scouts and our volunteers!
- Pumping Station: The Fire Chief is still working on getting info from Boxford on their experience.
- Open Items
  - i. Replacement window installation – Mess Hall: Two windows were completed today. The Volunteer Team will continue to work on this as they have time.
  - ii. Lighting for parking lot & entrance road: Harry will talk with the Light Dept.
  - iii. “Beast” utility vehicle brakes: Paul adjusted the brakes and they are working OK now.
  - iv. Upgrade to Nature Center for Camp Manager's apartment: The next step is to complete the new septic system, which we plan to get done this summer.
  - v. Insulation – Great Hall walls & ceiling: Scheduled for the fall, after Sept. weddings.

#### 4. Camp Manager's Report

- Fire extinguishers and alarms inspection completed.
- A building inspection and Fire Dept. inspection will be set up soon.
- Paperwork will be completed with Health Dept for our two summer camp programs.

#### 5. Maintenance Update

- A new faucet was installed in the bathhouse.
- Repairs were made around the Camp, as needed.

**Adjournment**: Motion to adjourn by Steve, seconded by Jim. Passed, 7-0. Meeting adjourned at 7:55 pm.

Scheduled Committee Meetings - 2023: 6/13, 7/10, 8/8, 9/12, 10/10