



T W I N B R O O K
A D V I S O R Y C O M M I T T E E

Meeting Minutes
Thursday – September 4, 2008
6:30 p.m. – East Conference Room

Present: Bill Landis, John Stroud, John Andrews, Glen Hutchins, Peter Gordon, Anne Witte, Joe Reynolds, William Shane and Town Council Liaisons, Jeff Porter and Steve Moriarty.

Excused: John Eldredge, Kay Fowler, Alan Kissack

Materials:

I. Call To Order – The meeting was called to order at 6:30 p.m. by Bill Landis.

II. Prior Meeting Minutes –

There were no copies of the minutes available therefore this item was tabled until the next meeting.

III. Fall Events -AYSO Recreational Soccer/Recreation Youth Running All-League Meet

Bill Landis had created a list of the upcoming events inventorying all aspects involved.

Manager Shane explained that the size of an event triggers the need for a Mass Gathering Permit. The number of people expected to attend whether it is considered a minor or major application. Bill Landis will be working with Town Clerk, Nadeen Daniels to organize permitting through the Town Council on September 22, 2008.

AW- Why aren't there any concessions listed in the details the Bill Landis provided?

Bill Landis answered that these groups don't usually have concessions but the committee will be talking about that later in the meeting.

Joe Loring, representing the Lion's Club would present information on this topic.

Bill Landis said that the Cumberland Soccer Club (CSC) Labor Day tournaments went very well. Parking was handled well. There was discussion of the size of the turnout. There were 20 teams less than last year. The new field was in good shape for the 2 U-10 teams and the bathrooms worked well.

Anne Witte asked about the need for port-a-potties now that the bathrooms are there. Bill Landis explained that due to the volume of people at the events the port-s-potties are still needed and the organizations pay for them. Anne said that people have asked her about this and she wanted to know what to tell them.

John Andrews arrived at 6:40 p.m.

Joe Loring said that the Loins' Club found the concession stand convenient.

There was discussion about how the concession area will be handled now that there is a permanent structure. The Committee questioned how use of the area will be authorized and governed. The committee needs to consider this item to define a use policy.

Steve Moriarty suggested finding out what the neighboring communities do in these situations.

Anne Witte felt that if the booster clubs knew it was available then they would probably use it. She would like to see what other towns do. Her first reaction would be that the concession would support the sporting event that is taking place.

Joe Loring described what the arrangement has been with CSC. They serve things like Coffee, Hot Cocoa, Hot Dogs, Chips and Candy.

Manager Shane suggested that the use of the space should be focused on not the division of the proceeds.

Glen Hutchins said that the school boosters have the concession stand at high school. He thought why not have it work the same way and if the boosters don't want to use it for an event then the Lion's Club can run it.

No one organization has an exclusive right to use the concession stand at the shelter.

Jeff Porter mentioned that the conflict is that it's a matter of money i.e. how to split it up. It all stays in the community.

Manager Shane said there needs to be a generic policy. If you have use of the facility, these are the rights that you have. Do not include money in the policy.

Manager Shane and Bill Landis will come back next month with a draft policy.

Joe Loring said he and Bill Landis had discussed tile floor in the concession area. Eileen Wyatt, the Town Health Officer, had said that there cannot be a concrete floor where there is food preparation being done.

IV. Kiosk Proposal-

Bill Landis said a Kiosk would be located at the first parking lot where the backflow preventer used to be. A picture of a kiosk was passed around. There was discussion about how to landscape it to make it more inviting or appealing and the process involved in the volunteer portion of the Eagle Scout project. A Falmouth eagle scout has approached him about doing the project.

The scout would provide a proposal that, once endorsed by the committee, would be presented to the Council.

The project would be completed in the spring of 2009.

The committee authorized Bill Landis to contact the eagle scout to pursue a design for a kiosk.

V. Signage Sub-Committee

An Iron Ranger would be reinstalled at some point in time.

Peter Gordon had questions on the trail conditions were some areas having improvements done or is that from rain storms? Bill Landis described how the rain has washed away the chips and certain areas are down to the gravel. The Parks Department is trying to determine how to repair the trails so that they will not wash out.

Anne Witte suggested that winter dog walking be set as a defined time period instead of “no dog walking on the groomed trails”. She was berated in the spring by a skier using a small patch of snow on the trails.

Bill Landis said that they could post signs on the trails saying no dogs, which would be taken down when the trails are no longer groomed.

VI. Other Business

John Stroud asked that the Committee set a steady date for the meetings. The First Tuesday of the month was determined.

VII. Next Meeting – October 7th @ 6:30 p.m. at Cumberland Town Hall.

VIII. Adjournment

The meeting was adjourned at 7:45 p.m. by unanimous consent.

Respectfully submitted by,

Nancy Stroud
Recording Secretary