

BOARD REPORT PARKS DEPARTMENT
August 30 – September 12, 2019

Cleaning center – floors, rest rooms, kitchen
Monthly ladder and fire extinguisher inspections, center hood and playground inspections
Monthly / daily vehicle inspections
Follow up on insurances – building rentals, seasonal campers, seasonal boaters
Community center use: party
Continue to replenish dog bags in the park dog stations
Continue taking camp reservations
Ordered cleaning and maintenance supplies
Mowing and trimming camp, Lakeside, Gifford, LaFayette, Lakeview cemetery and Town of Reading, kayak launch area, S curve Rt 14, water plant, tank areas and electric department area pole pile
Weekly cleaning of the pavilion – office staff
Weekly cleaning of the campfire rings
Trash removal on Franklin Street every Saturday and Sunday
Still dealing with internet problems in the park – we installed a 16’ pole to add another “repeater”
Weekly stacking of firewood in the wood pen behind the park office
Daily cleaning of rest rooms and picking up trash
Camp full for Vintage Grand Prix weekend and the last four weekends of the season
Handing out winter storage agreements
Worked on scheduling for park office staff - short staffed
Cleaning up around the maintenance shops
Prepped floor in the community center and resealed the floor
Attended Stantec meeting
Several phone conversations with Jeff King with Ballard King Associates – working on operational analysis for Lakeside Park (difficult breaking down the parks budget – not just the parks, camp, center but the parks have: Gifford, LaFayette, Town of Reading, kayak launch, Lakeside, boat launch, ball fields, and then I put miscellaneous mowing state property, cemetery, water plant and the tanks, sewer plant road to new plant, electric dept. pole pile area under parks) He wants just the Lakeside “budget”.
Picked up beach swim lines and stored them
Concession stand closed for the season

One of the small maintenance shops is in need of repair. A cost estimate for materials is \$700 and we would do the labor. It is an old Wood-Tex building and we would side it with metal.