

BOARD REPORT PARKS DEPARTMENT
September 27 – October 8, 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: wedding, benefit fundraiser
Continue to replenish dog bags in the park dog stations
Continue taking camp reservations – close October 15th
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 the last three weekends of the season
Handed out winter storage agreements – campers returning them \$200 winter storage and \$150 fall deposit
Resealed community center floor – used a different product and not happy with it. Going to speak with the sales rep about it. Going to have maintenance guys from school assist.
Several phone conversations with Jeff King with Ballard King Associates – worked on operational analysis for Lakeside Park
Prepping for fall closedown – contacted Willard for assistance with picnic tables, fire rings and docks
Covered the movie screen for the winter at the pavilion.
Working with Jeff's Septic and DOH regarding rest rooms for Lakeside Park next year
Doing follow up with FEMA with information I had already submitted. Resending copies.
Pavilion – wedding, Corning Inc picnic
Pricing out for the community center and park office re-lighting – reimbursable with electric program
Revising application forms for the community center and pavilion – including new rates
Attended DRI information meeting
Seasonal campers closing up for the season – paying winter storage and fall deposit