

# OOB Ballpark Commission

## Meeting Notes

Meeting of the Ballpark Commission at 7PM on April 28, 2010 at the Ballpark

The following members of the Ballpark Commission were present:

Dana Furtado

David Goyet

Lucien Huot

Mark Gustin

Michael Bouffard

Paul Crossman

Sheila Flathers

Jack Turcotte Town Manager ADVISOR

### Actions Taken

Elect Chairman Paul Crossman by unanimous vote

Elect Vice Chairman Dana Furtado by unanimous vote

Elect Secretary Sheila Flathers by unanimous vote

Select Temporary Facility Manager Paul Crossman by unanimous vote

Select Temporary Event Manager Tommy LaChance by unanimous vote

How often should we meet? And when? We will meet monthly on the second Monday of the month at 7PM at the Ballpark (except for this first monthly meeting which will be held Monday 5/17)

Purchasing process was left as is for now

David Goyet will be responsible for setting up and overseeing the handling of money from ticket sales and concessions

### Immediate Needs

List of prioritized items to be completed before the tournament. Paul and Tommy will have this list by 4/30

List of other items to be completed after the tournament. Paul and Tommy will have this list by 4/30

### Discussions with Solutions

The Rec Department will take all inquiries regarding holding events at the Ballpark. Tommy will provide a script that they can use to gather preliminary info to pass on to Tommy so he can return calls and handle them in a timely manner (within 24 hours).

The Rec Department will maintain the events calendar

The Rec department will need a mailbox set up

The Tournament Committee will handle the concession stands for the USCAA 2010 National Championship event from May 9th through May 15th

The Ballpark will have a website where we can post info and meeting minutes

We anticipate the Health Inspectors approval next week

Mike from Dickerson's will donate \$500 worth of product

The Rec Department has popcorn machine we can use	
The manual scoreboard will be over the right field	
We have a 2 year commitment to sell Pepsi products. No restrictions. For this we will get 45 free cases of product, signage and use of coolers	
<b>Needs Further discussion</b>	
Price structure for applications. i.e. charges for clubhouse use. Linda Jenkins said there is a box of old ballpark documents that might be useful to see what was used in the past	
Who cleans up after the events?	
Who will handle the concession stands? Mike Bouffard said that Melanie Boufford would volunteer her services.	
Credit card transactions	
The issue of someone being at the ballpark so that folks could get in and out came up and for now Paul Crossman will be there.	
Commission meeting rules.....Jack Turcotte will look into and get back with requirements	
Recycling and suggested ban of styrofoam	
Hot dog stand use for one month	
<b>May 9th</b>	
Mower for ballfield (Approx \$4,000)	\$4,000.00
Tarps (Approx \$700)	\$700.00
Venting of hot water heater (Approx \$1500)	\$1,500.00
Ryan 2000 Batting Cage (Approx \$3700)	\$3,700.00
Sod (Approx \$1250)	\$1,250.00
Handicap Items (Approx \$900)	\$900.00
Roofs (Approx \$3000)	\$3,000.00
Infield Mix (Approx \$300)	\$300.00
Utilities (Water/Electric) (Approx \$3210)	\$3,210.00
Misc (lights, toiletpaper, paper towels etc) (Approx \$2000)	\$2,000.00
Total	\$20,560.00