

To: General Public
CC: New Hartford Town Hall, Barkhamsted Town Hall, Stanclift Cove Authority Board Members
From: Carlene Jerram, Chair
Time: Tuesday, July 12, 2018, 6:30pm
Location: Stanclift Cove

Stanclift Cove Authority Meeting Agenda:

Attendees: Andy Motes, Penny Miller, Mike Kinsley, Brianna Weber, Eileen Andryzeck, Kathy Wesolowski, Kathy Jakubowski, Eric Wesolowski, Eric Turner

- Call Meeting to order 6:44
- Review/approve outstanding meeting minutes
 - Penny Miller made a motion to table; Mike Kinsley Seconded; motion passed
- Old Business
 - Staffing
 - Lifeguards - 15 guards some p/t
 - Two guards on 12-5 guard to bridge morning and evening shift; monitor and reevaluate at the end of the season; possibly reduce by one
 - Audit
 - King and King Assoc provided a quote; Penny will secure services
 - Required annually
 - Projects
 - Pavillion repair looks great – will stain walls at end of season
 - Picnic tables
 - Andy Motes made a motion to buy five 6' picnic tables from Home Depot at \$100 each; Penny Miller seconded; Motion passed
 - Andy Motes made a motion to start a program to sell memorial plaques for the tables for \$100 per table; Penny Miller seconded; Motion passed
 - Currently have 20 tables; will scrap 5 due to rot
 - Trying to get to 30 at least and then we will evaluate
 - Penny to make flyers on windshields
 - Pavillion Roof
 - One quote material only including translucent panels \$1600
 - Let's get three quotes incl install; ask Jack Hall for references
 - Another boat rack
 - Materials list to Penny and she will get the PO
 - Dock

- Broken back-up ladder fixed; Current ladder bent
 - Need beams and rest of materials are already procured
 - Dock higher priority than boat rack
- New Business
 - Procurement
 - Per the treasurer, purchase orders for items and they will be delivered to town hall
 - Rescue Boards - Marine Rescue Products \$995 ea; 1 day delivery
 - Rescue tubes – need two; ours are split; buy 40” soft foam
 - Whistles – need 20 plastic
 - Bull Horn – only one working - Pyle
 - Pediatric pads coming from NH ambulance
 - Life jackets for swimming lesson – need size=Youth, not child – need 10
 - Membership Sales
 - 708 members
 - Penny will break down further and provided a summary by town
 - More boat sticker for next year
 - Bounced check has been replaced - we will see if ok
 - New Commission Members
 - Town meeting for New Hartford in August (2) people interested
 - Town meeting for Barkhamsted (2) people interested – Andy will check on when town meeting is scheduled
 - Issues since/during opening
 - Supervisors
 - Reg supervisor = 20hrs min
 - Scheduling should be on the head supervisor
 - Do P/T supervisors act as alternates to F/T?
 - Supervisors need to be able to work weekends
 - Must review Supervisor vs Head Supervisor job duties before next season
 - An in town pass was sold to an out -of-town person accidentally
 - No action needs to be taken – no free or reduced rate passes to anyone except for discounts as detailed in brochure; let’s keep it simple
 - Cell phones in guard chairs - Biggest issues are people checking time – this is a liability; need clocks we will include a new watch in/on the 1st aid kits
 - Discounts future – remove military and student
 - Lifeguard certification/trainer
 - Cost \$400 for certification to train and certify guards

- Currently we offer partial reimbursement to guards; this is a win-win
- Brianna will ask Bill Houle if he would do onsite cert and how much
- We can ask guards to pay for their materials and finish the season or pay a penalty/deposit
 - Latrines were pumped and now citronella base in there
 - Brianna did a wonderful job on drills
- Correspondence
 - Email form Erica about celebration – is this the 50th year for Stanclift? Donna LaPlante did research and came up with Stanclift being 52 in 2018; let's celebrate at 55 yrs
 - 4july – guards were outstanding – note from member
 - Quote from King and King Assoc
- Adjourn 8:46pm

Respectfully Submitted,
Carlene H Jerram