

**RECEIVED**

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ICE PALACE OVERSIGHT COMMITTEE  
MEETING MINUTES

DATE: Thursday November 20, 2025

LOCATION: Burlington Ice Palace | 36 Ray Avenue

MEETING CALLED TO ORDER AT: 3:04PM

MEMBERS IN ATTENDANCE: Nichole Coscia, Brian Curtin, Brendan Egan, Phil Gallagher, Shaun Hart, Tony Salamone

OTHERS IN ATTENDANCE: Tom Fahey (FMC), EJ Gottwald (FMC)

MEMBERS NOT IN ATTENDANCE: Howard Eichenbaum, Joseph Morandi

**Current Rent & Revolving Account Balance:** Ms. Coscia informed the Committee that the current rent is \$3,964.26 per month, a 2.7% increase from the prior year. The current balance in the Town's revolving account is \$314,608.08.

**Financials:** Mr. Gottwald presented their most-recent audited financials for the year ended December 31, 2024 which reflected a total income from operations of \$103,210. Mr. Gottwald also distributed their internal income statement from January 2025 through September 2025. The only point of discussion was the operating concessions income line which was at \$150.83. It was discussed that over the last few hockey seasons the concession stand has not been open. Mr. Fahey noted that they just hired a new supervisor and they intend to work on reinstating staffing the snack bar this season. Mr. Hart mentioned that if they are looking for staff to work the snack bar that the high school has a job board for students and would be happy to advertise there.

**Facility Improvements Update:** Mr. Gottwald distributed an updated capital repair plan which shows all of the items on the list as completed. Mr. Gottwald discussed the most recent of the work performed which included bleacher seating upgrades and a new sound system that was installed in November of 2025.

Additional work, outside of the lease requirements, that was performed was the installation of new rubber matting of the lobby which was completed in the spring.

Upcoming maintenance work to be performed includes the new ceiling installation which will likely take place in the Spring as they will need to close the facility to complete the work. Also, 46 panels of boards will also be getting repaired.

Mr. Hart and Mr. Salamone brought up an issue with the penalty box not closing properly in the past that was stopping play during games; FMC agreed to work on a solution.

Mr. Hart mentioned that there has been some discussion regarding the inequities between the girl's varsity locker room and the boy's varsity locker room; the girl's room being substantially

smaller than the boys—with the girl's goalies not even being able to dress inside their locker room due to the size constraints. Additionally, there is no space nearby for the girl's coaches' office. The committee members walked through both spaces to observe, as well as the other locker rooms.

Mr. Hart inquired if the funds available in the revolving account could be used to help remedy the inequities. Ms. Coscia responded that if the committee felt there was a plan that they wanted to move forward with, they would need to vote a plan and then approach the Board of Selectmen for further approval. After the walk through it was the consensus of the Committee that a remedy to the inequities would likely far exceed the balance in the revolving account. Mr. Egan mentioned that an improvement of this magnitude should be incorporated as part of the Town's facilities audit/improvement plan; which is currently in place. Mr. Gallagher mentioned potentially the use of portables to add additional space for the locker rooms, or leasing of space from the pickleball business behind (formerly Planet Fitness). The Committee members were asked to consider options and bring any ideas back to the chair for further discussion at a future meeting.

**Old Business:** Mr. Gottwald informed the Committee that the commercial vehicles that had previously been spoken to about parking in the rink lot have recently started parking there again. There was about an 8-10 month stretch where it had stopped, but is happening regularly again. Signs to deter the parking had been put up by the Town about a year ago, but they are being ignored. The vehicles take up spaces in an already congested parking lot when the rink is in use. Ms. Coscia to follow up with the Town to contact the company again to stop the parking.

**New Business:** Mr. Salamone brought up a concern over youth scheduling/ice time. He mentioned that currently the 6-8 year-olds are practicing at 7:00PM. Currently Youth Hockey has 3 mite teams this year, but they are anticipating a potential increase in numbers for next year which may push for the need of an additional mite team to accommodate this Burlington age group; which would mean the need of additional ice time, as 4 mite teams on one sheet of ice is not plausible. Mr. Salamone asked about the hierarchy of preference of groups in accordance with the contract; and asked if we could explore the options of additional ice time for next season for youth hockey. Ms. Coscia mentioned that the contract does contain verbiage that prioritizes certain groups and guaranteed times; in season with BHS hockey being first, then Burlington Youth and Skating Association, then Winchester Skating Club, and designated public skating hours. The Committee asked how many Burlington residents were part of the Winchester Skating Club. Mr. Hart mentioned that he thought there were only a handful of Burlington residents in the club. Mr. Curtin reminded the Committee that that Winchester Skating Club also rents ice time out of season that isn't usually in high demand, which contributes to FMC being able to meet their bottom line in maintaining this contract which is a factor that needs to be taken into consideration also. Ms. Coscia to follow up with Winchester Skating to inquire about Burlington's makeup of the club.

ADJOURNMENT: Motioned by Brian Curtin seconded by. Phil Gallagher  
VOTE: 6 - 0 - 0 . Adjourned at 4:18 PM.