

City of Keene
New Hampshire

ASHUELOT RIVER PARK ADVISORY BOARD
MEETING MINUTES

Tuesday, May 9, 2017

8:00 AM

Room 12 Recreation Center

Members Present:

Arthur Winsor, Chair
Jenna Spear-O'Mara
George Foskett
Councilor Steve Hooper

Staff Present:

Andy Bohannon, Parks, Recreation &
Facilities Director

Members Not Present:

Judy Sadoski
Chuck Redfern
Susan Thielen

1) Welcome & Call to Order

Chair Winsor called the meeting to order at 8:02 AM.

2) Approval of April 11, 2017 Minutes

Ms. Spear-O'Mara made a motion to approve the minutes of April 11, 2017, which was seconded by Councilor Hooper and carried unanimously.

3) Finance Report

Mr. Bohannon reported a contract has been resigned with MJ Johnson. This contract was a one-year extension with Mark and reorganized some of his contract for personnel oversight. The budget included \$7,000 for this contract but will only require \$5,000. Mr. Bohannon will report back to the Trustees with that difference and it will be listed in the budget as a contract overage. If the Trustees approve, that extra \$2,000 can be designated judiciously by the Board. Mark has already mulched the park and it looks very nice. This will provide some cushion in the budget for the Board.

4) Report from Friends of the Arboretum at Ashuelot River Park

Mr. Foskett reported he contracted with the Marlborough Nursery, who donated the tulip bulbs again this year. The tulips have bloomed very nicely.

Mr. Foskett continued that Dian Matthews from the The Old Homestead Garden Club met with the Friends to begin reinitiating a relationship. Members of the The Old Homestead Garden Club met at the Park on Wednesday May 9 to discuss how to get involved. Mr. Foskett is considering having them work in the area where the sign is by Starbucks down to the shed. This Club has great recommendations and their involvement is a positive for the Park.

Mr. Foskett demonstrated on a map the parcel that Councilor Hooper and Mr. Redfern will maintain; Councilor Hooper agreed to that location.

5) Park Discussion
a. Educational Workshops

Mr. Bohannon will contact Carl Majewski to try scheduling the How to Plant educational event for May 23; if he agrees, Mr. Bohannon will advertise the event.

Chair Winsor asked the status of the Bartlett Tree work. Mr. Bohannon replied they visited the Park the week before this meeting, after the contract was signed, to fertilize the two magnolias in the park. They will continue work and thin the sugar maples in late June/early July. Mr. Bohannon will continue to work with them on finalizing the QR codes. He said Bartlett Tree is great because they climb trees instead of using lifts, which gives them a different perspective of the trees.

Councilor Hooper presented his ideas for leading a photography workshop at the Park:

- **Goal** – Appreciation of the Park’s resources
- **Instructor** – Councilor Steve Hooper
- **Length** – Two hours
- **Fee** – Free to the public; donations to the Park are appreciated
- **When** – Wednesday afternoon/evening 5:30-7:30 PM
- **Registration** – Through Parks & Rec. Department
- **Experience** – Participants should be familiar with their basic camera operation
- **Title** – A Photographic Walk Through the Park
 - How to photograph flora and landscapes with on-sight demonstrations by instructor (1 hour)
 - Class explores park to take photographs (45 min)
 - Wrap-up (15 min)
 - Online critique of class photography by instructor

The Board agreed both summer and fall would be ideal for this workshop, and they agreed two hours is better than two and a half hours. Participants can use any camera they have, including those on smart phones. Mr. Bohannon said registration, with donations recommended, is a good idea. Councilor Hooper noted some other photographers may volunteer to help, but there should not be more than 10 students for one instructor. He said he is optimistic about participation and it will be a fun experience for him. Chair Winsor said that when the QR codes are available, it would be ideal if Councilor Hooper could take pictures of those trees, particularly when flowering, based on his availability;

Councilor Hooper agreed he would be interested in doing that. Mr. Bohannon noted one of Councilor Hooper's photographs will be featured and credited again in a sponsorship campaign. Councilor Hooper asked about insurance for this event; Mr. Bohannon replied participants will sign a waiver when they register with Parks and Rec.

6) New Business

Mr. Bohannon reported the City is using a new technology, Cartograph, for asset management. Using a smart phone app, YourGOV, the public can take pictures of City problems – a downed tree, a pot hole, etc. – and submit it, which creates an immediate work request in the City's Cartograph system. Mr. Bohannon will be mapping the Park benches and plaques in this system; so, if an issue arises with the benches, they will know where each should be placed. Mr. Bohannon will be presenting this to the Municipal Services, Facilities and Infrastructure Committee on May 10.

Mr. Foskett asked about the upcoming annual canoe race at the Park. Mr. Bohannon replied that group has provided a certificate of insurance to the City and have followed the guideline of not placing their sign until 10 days before the event.

Mr. Foskett noted the Mascoma Bank snow plows dumped snow on the hosta bed again this year and plowed onto the Jonathan Daniels Trail, burying cobbles with the plow tires. He and Mr. Bohannon will make contacts ensure this does not take place again next year. Mr. Foskett added his desire to add blank cobbles to the gazebo entrance, which is becoming a hole. This could be a good youth work day activity and Mr. Foskett will try to get an estimate for the cost of cobbles for that project.

Chair Winsor asked for an update on the Links Fitness event. Mr. Bohannon replied he has not reached out yet because of graduation but expects to make contact and work on details in a few weeks.

Mr. Bohannon has spoken with Mayor Lane and the City Clerk about Ms. Thielen's resignation from the Board and hopes that will advance soon.

7) Next Meeting Date

Due to other commitments of Board members, the June meeting has been canceled.

8) Adjournment

Hearing no further business, Chair Winsor adjourned the meeting at 8:44 AM.

Respectfully submitted by,
Katie Kibler, Minute Taker