

City of Keene
New Hampshire

ASHUELOT RIVER PARK ADVISORY BOARD
MEETING MINUTES

Tuesday, July 11, 2017

8:00 AM

Recreation Center, Room 12

Members Present:

Arthur Winsor, Chair
George Foskett
Councilor Steve Hooper
Chuck Redfern

Staff Present:

Andy Bohannon, Director of Parks, Recreation
& Facilities

Members Not Present:

Jenna Spear-O'Mara
Judy Sadoski
Susan Thielen

1) Call to Order

Chair Winsor called the meeting to order at 8:01 AM.

2) Approval of Minutes – May 9, 2017

Mr. Foskett made a motion to approve the minutes of May 9, 2017, which was seconded by Mr. Redfern.

Mr. Foskett noted the Homestead Garden Club should more accurately be referred to as “The Old Homestead Garden Club.”

The motion to approve the minutes of May 9, 2017 as amended carried unanimously.

3) Finance Report

Mr. Bohannon reported that Bartlett Tree Service conducted all of their contracted work but he has not received the invoice yet; the amount budgeted for their work is \$2,175. Mr. Bohannon continued that at the last meeting he spoke about having the Board of Trustees approve the \$2,000 difference in the budget from the landscape contract, in order to still use that difference in the park. The Trustees did approve this and that difference will be added to Chuck Simpson’s planting replacement program, capping his budgeted amount at \$5,000.

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

Mr. Foskett reported that at the Friends June meeting they discussed and were pleased with the upcoming public events in the park.

He continued that Toyota provided four volunteers who raised and worked on the cobbles and performed a significant amount of weeding; they did a fantastic job. The friends worked on securing the sunflowers along the fence and did some branch trimming. The work plan for the Links program in August is to have them place blank cobbles where a hole has developed in front of the gazebo; Mr. Foskett received a quote of \$400 for the cobbles. Mr. Bohannon noted there is a surplus of cobbles from another project, so there will be no need to purchase more.

Mr. Foskett reported he met with Ed Reid from Antioch who suggested reconnecting with Antioch as the Friends have with The Old Homestead Garden Club. Mr. Bohannon indicated there was a good reason for the disconnect from Antioch; the man who stole money from the Friends was associated with Antioch. Mr. Foskett said there is no reason not to reconnect at this time. Mr. Foskett noted the Friends voted on whether they would support having that man's probation shortened; they voted no and the judge agreed, so he will continue serving his five-year probation sentence.

Mr. Foskett and Mr. Bohannon met with Mr. Simpson to discuss the first phase of work along the West Street fence; now that the daffodils are done, he can begin work. He will move perennials, cover the area with a weed blocking tarp, and replace the perennials during replanting; the daffodil bulbs will survive. Mr. Bohannon will provide a copy of the planting timeline to Mr. Foskett.

Mr. Foskett reported he utilized an organic, non-toxic herbicide where grass/weeds were growing in the brick walkway, which worked very well. Chair Winsor cautioned that in public spaces, a permit is required to use such chemicals, even if they are organic. Mr. Bohannon indicated that Chuck Sweeney and Tim Garland are licensed to do so; Mr. Foskett recommended that they do.

Mr. Foskett met with the Old Homestead Garden Club and they agreed that once the pine tree next to their sign is removed, they will start maintaining that area again. He and Mr. Bohannon also met with representatives from Mascoma Savings Bank about snow removal. It was suggested that in exchange for placing snow in the park, the bank make a donation to the park. They did not agree to this idea but will ensure the plow operator is well-informed of where snow should be placed this year. The bank is also considering improving the area between the bank and the park; they have received a \$3,500 quote and are considering that option.

5) Board Surveys from City Clerk

Mr. Bohannon explained the City is reviewing all City Committee's served by staff to better understand how much staff time is used, if the Committee/Board is necessary, and if they need staff support. Compared to some other City Departments, Parks, Recreation & Facilities only staffs two meetings, so the impact is not as pertinent. They hope to

determine if the Board needs to meet monthly, etc. Mr. Foskett noted this Board's monthly meetings are critical to him because the Friends also meet monthly on the same day. Mr. Bohannon explained the difference between this Board and the Friends: the Friends play a critical role in managing the park and raising funds, but only this Board can make recommendations to the Board of Trustees to request funds.

Chair Winsor asked the monthly burden of this Board's meeting on Mr. Bohannon. Mr. Bohannon replied that without this Board, work would still take place in the park; however, these meetings make it easier to capture that work and to make sure the park stays a focal point in the community. The only thing that takes his time is public notice of the meetings and finalizing and sharing minutes. He also speaks with Mr. Foskett regularly and tries to attend as many Friends meetings as possible.

Chair Winsor recalled several years ago this Board was inactive and little advancement was made at the park during that time; he suggested perhaps the Board does not need to meet as often. Mr. Bohannon recalled that many Committee's take a summer break, though this Board usually schedules a winter break as little work occurs in the park during that season. Mr. Redfern said as long as it is not a burden to Mr. Bohannon he thinks it is important that this Board maintains a connection to City staff. Chair Winsor stressed the importance of all members completing this survey; Mr. Bohannon will remind those not at the meeting and asked that surveys be returned to him or the Clerk's Office by the end of July.

6) Park Discussion

a. Chuck Simpson Update

Mr. Bohannon will contact Mr. Simpson to alert him that work can commence. He should be able to have things ready in time for Art in the Park, though Mr. Bohannon will request a timeline from him.

b. KSC Links Program – August 22

This is a great opportunity for the park and 30 kids usually come and perform a lot of work. Fortunately this is just before Labor Day and Art in the Park. Mr. Bohannon will have some of his staff there and encouraged Board members to come assist in organizing the children.

Mr. Redfern asked if there is a map of where memorial cobbles are placed. Mr. Foskett replied no, he has a handwritten list that indicates where cobbles are. He and Mr. Bohannon have discussed the potential of digitizing that list.

c. Fenton Family Dealership – June 14

Mr. Foskett indicated this event was a success. The dealership may include that work in an upcoming PSA that highlights their community service. Mr. Redfern suggested the Board and Friends receive a copy of that to memorialize the event.

d. Bugs in the Park – July 11 – Carl Majewski

This event was cancelled because it was unable to be advertised far enough in advance.

e. A Photographic Walk in the Park – Steve Hooper – July 19 (5:30-7:30 PM)

This event was to be advertised on July 11. Councilor Hooper intends to gather participants near the gazebo for an informal introduction and to answer questions. Participants will then explore the park to take photos and Councilor Hooper will be available to troubleshoot and answer questions. The event will end with a 15 minute wrap-up session. He will provide handouts with his contact information should anyone have questions after the event.

Mr. Bohannon and Mr. Foskett will attend and Chair Winsor hopes to. The event will not be rescheduled for this year if there is bad weather. If anyone chooses to make a donation during the event, Mr. Bohannon will handle that. Participants must register for the event, at which time they will sign a waiver for insurance purposes; Mr. Bohannon will try to have a tablet at the event in case participants arrive without registering in advance. Councilor Hooper is looking forward to the event.

f. Revisit Bartlett QR Codes

Mr. Bohannon will revisit this in the next month to determine next steps.

g. Mascoma Savings Bank Snow Removal

This matter was discussed in the Friends Report.

7) New Business

Mr. Redfern noted a gift he received from his daughter – a photo of his memorial cobble surrounded by fall foliage. He suggested something like this could be a good fundraiser for the park. Mr. Foskett noted there is little profit from memorial cobbles now, as they cost \$50 and the fee is now \$40. He said this is a good idea but it would need to be clear what the fundraising is for. Mr. Bohannon said this sounds like more of a Friends project than the Board; Mr. Foskett wants Board input on what funds should be used for. Mr. Bohannon suggested Mr. Simpson's work, as it is endless. Mr. Redfern will bring an example of the photo to the next meeting so the Board can discuss further.

8) Next Meeting Date – August 8, 2017

9) Adjournment

Hearing no further business, Chair Winsor adjourned the meeting at 8:56 AM.

ARPAB Meeting Minutes
July 11, 2017

Respectfully submitted by,
Katie Kibler, Minute Taker

Edits submitted by,
Andy Bohannon