

ADOPTED

City of Keene
Keene, New Hampshire

ASHUELOT RIVER PARK ADVISORY BOARD
MEETING MINUTES

Tuesday, January 12, 2016 8:00 AM Room 12, Recreation Center

Members Present:

Arthur Winsor, Chair
Jenna Spear-O'Mara
George Foskett
Judy Sadoski (arrived at 8:05)

Staff Present:

Andy Bohannon, Director Parks,
Recreation & Cemeteries

Members Not Present:

Susan Thielen
Jamie White-Alternate

1. Welcome & Call to Order

Chair Windsor called the meeting to order at 8:00 AM.

2. Approval of December 8, 2015

Ms. Spear-O'Mara made the motion to accept the minutes of December 8, 2015. Mr. Foskett seconded which carried unanimously.

3. Finance Report

Mr. Bohannon stated that the budget is included in the agenda. He continued, stating that all of the invoices have been received for the 2015 budget. Mr. Bohannon noted that an invoice for Mark on line three reads: \$ 624.15 but should instead read: \$1224.15. Mr. Foskett noted that the Committee is in the black and asked what the \$650.83 represented. Mr. Bohannon replied, that this represents the miscellaneous item and goes beyond the \$500 budgeted but extra money was available.

Mr. Foskett made a motion to accept the 2015 finance report. Ms. Spear-O'Mara seconded the motion which carried unanimously.

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

Mr. Foskett stated that due to the holidays and weather-the last meeting was in October. He continued, stating that the Jonathan Daniel Trail area looks very good.

5. Friends of Keene Open Space-Eloise Clark

Eloise Clark from Friends of Keene Open Space introduced herself to the Committee. She stated that a project this year is to sponsor a networking forum for all of the groups and Committees in Keene. She noted that many people are unaware of the activities of the groups. Ms. Clark read aloud an invitation to the Committee. Ms. Clark stated that the forum will occur in the multi-purpose room in the Recreation Center on April 12th from 7:00-8:30 PM. The event is to allow Committee's to mingle together and invite the general public to learn about the groups and possibly volunteer. Ms. Clark noted that Rhett Lamb will also be speaking at the event.

Ms. Clark asked if the Committee is interested in being a co-sponsor which entails spreading the word about the forum and attending the forum with a display. She noted that the Cities for Climate Protection Committee and the Conservation Committee are also sponsoring. Ms. Clark noted that Mr. Foskett and the Friends of the Arboretum at Ashuelot River Park are also welcome. Ms. Clark stated that the Parks and Recreation Department can attend the forum as well.

Mr. Winsor stated that people often forget all of the resources that Keene has to offer. Ms. Clark left the invitation and additional information about the Friends of Open Spaces for Committee Members. Mr. Bohannon stated that the Parks and Recreation Department can promote the event as well and asked the Friends of Keene Open Space is doing to promote the event. Ms. Clark stated that there is a small committee working on this and an advertisement will be placed in the Shopper News. Mr. Bohannon suggested his office assistance create a flyer to handout.

Mr. Foskett requested an invitation for the Friends of the Arboretum at Ashuelot River Park. Ms. Clark gave Mr. Foskett this invitation. Mr. Bohannon stated that this group can also join the Parks and Recreation Department's table if necessary. Ms. Clark noted that a refreshment table will also be present. Ms. Spear-O'Mara suggested inviting individuals who ran for City Council but did not win. She continued, stating that she will touch base with Daryl Masterson about the forum. Ms. Sadoski asked about the Bicycle/Pedestrian Path Advisory Committee. Ms. Clark stated that she will be contacting them tomorrow and the Heritage Committee.

6. 2016 Budget

Mr. Bohannon noted that the budget has been set up differently so the contract with Phil's Tree Service can be seen as \$5,000 and not get tied into the spring cleanup. He continued, stating that the miscellaneous item can go up to \$1,500 but reads \$1,000 in the budget and is up for discussion. Mr. Winsor asked about the landscape contract and if it is still in effect. Mr.

Bohannon replied, yes and stated that it is a 2 year contract. Mr. Winsor asked if there were pieces of the contract that the Committee was not happy with and if so how does this get addressed. He continued, stating that the contract should stay at \$5,000 but there were aspects that the Committee was not pleased with.

Mr. Bohannon noted that the contract states that he has to create the work satisfactory and on time. He continued, stating that these requirements were met. Mr. Bohannon noted that the park is a different situation however. He noted that the new ice arena is also not in the contract. Mr. Bohannon stated that some things in the park were concerns including weeding and mulch being put down late but this should not be a problem again. Mr. Bohannon noted that the contract stated that weeding is subject to volunteer efforts as well and will talk to him about this.

Mr. Foskett stated that the problem with the mulch last year was that the daffodils already popped up and he was late to do put the mulch down. He continued, stating that volunteers did not show up for the weeding this past year. Mr. Winsor stated that the Committee created a landscape contract to fill in the volunteer gaps. Mr. Foskett stated that the only other option is to disband the Friends of Ashuelot Park and have the City take over responsibilities and no one wants that.

Mr. Winsor stated that Phil's Tree Service-the contractor just needs oversight. Mr. Foskett noted the overgrowth of vegetation and that there may not be enough money in the contract to handle this degree of maintenance. Mr. Winsor suggested annual tree maintenance from Bartlett. Mr. Bohannon stated that this kind of maintenance would be above and beyond Phil's Tree Service's contract. He noted that \$1,500 was used for the website and approximately \$1,500 was used for tree maintenance.

Ms. Spear-O'Mara stated that if the Committee wanted Bartlett to perform tree maintenance- it would be above the budget. Mr. Bohannon replied, yes and noted that the Committee would then have to increase the miscellaneous budget. Mr. Winsor noted that the Committee still has \$8,000 in the budget. Mr. Bohannon stated that it would be favorable to increase the miscellaneous budget and have Bartlett perform tree maintenance. He noted that it is for the betterment of the park. Ms. Spear-O'Mara asked how much the miscellaneous budget should increase. Mr. Foskett suggested increasing this item by about \$1,900? Ms. Spear-O'Mara asked if Mr. Bohannon can talk with Bartlett and ask their priorities. Mr. Bohannon agreed.

Mr. Foskett made a motion to increase the miscellaneous section of the 2016 budget to \$2,900 for a 2016 budget total of \$7,900. Ms. Spear-O'Mara seconded the motion which carried unanimously.

Mr. Bohannon stated that he will bring this motion to the trustees and wait for approval. If approved, he will approach Bartlett and get a quote. Mr. Bohannon stated that he has a breakdown of tasks in the contract.

7. Park discussion

a. Ashuelot Green Space

Mr. Bohannon stated that he has a meeting with Ashuelot Green Space on Thursday and will invite them to a future meeting. Mr. Foskett asked if Astrid is still involved. Mr. Bohannon replied, no. Mr. Winsor asked if they can have a presentation. Mr. Bohannon stated that he will make this request.

b. Irrigation System

No update at this time.

c. Pathway

Mr. Bohannon stated that this has been completed and all uniformed with cobblestone. Mr. Foskett stated that Joselyn Kimball-Frank has been very active with this and bought several cobblestones. Mr. Foskett stated that he has cobblestones ready for the spring and will advertise additional available space.

d. West Street Hydro

Mr. Bohannon stated that next Tuesday the Conservation Committee meeting will include a West Street Hydro presentation. He continued, stating that if no Committee Members can make it then he will extend the invitation to the Conservation Committee to come to the Ashuelot River Park Advisory Committee meeting. Mr. Foskett noted that flash boards are being suggested to the damn resulting in water being stalled and not going over the dam. Mr. Bohannon stated that water would not go over the dam for most of the year. He continued, stating that the Committee is not against hydropower but concerned about the aesthetics of the damn.

Mr. Winsor stated that he will be attending the meeting. Mr. Bohannon stated that he will send out an email reminder. Mr. Foskett asked if the irrigation system has gone out to bid. Mr. Bohannon stated that the trustees have given permission to go out for bid.

8. Board Membership

Mr. Bohannon stated that the agenda lists the terms and memberships and there are vacancies. He continued, stating that he has brought this to the attention of the mayor. Mr. Foskett suggested Chuck Redfern. Ms. Spear-O'Mara stated that he will be in Florida until the end of April. All Members agreed that he would be a great member.

Mr. Foskett stated that Tad Lacey would also be a good addition. Mr. Foskett stated that the Committee also needs a City Council Member. Mr. Foskett suggested Carl Jacobs as well. Mr. Bohannon stated that he will talk to the mayor as well as some individuals.

9. New Business

Mr. Winsor presented a map of the Ashuelot Park area. He pointed out a viewing deck and a canoe launch at the base of the dam. Mr. Bohannon stated that a volunteer Peter Ketchum has worked on cutting back undergrowth vegetation as well as cutting up large logs which acted as spots for individuals to linger. Mr. Bohannon suggested Members take a walk and check out the area. Mr. Foskett stated that he recently walked through the trail and ran into one camp. Ms. Spear-O'Mara stated that she has not been back in that area in some time. Ms. Sadoski stated that she would be willing to walk back to the area with Members as well.

10. Next Meeting Date: February 9, 2016

11. Adjournment

Mr. Winsor adjourned the meeting at 8:45 AM.

Respectfully submitted by:

Lana Bluege, Minute-taker

January 12, 2016