

Town of Rowe Park Commission
Meeting Minutes
November 6th, 2023
6:30 PM
Hybrid Meeting, Zoom Participation or In-person Option

In attendance: Laurie Pike (Park Commissioner), Hannah Poplawski (Park Commissioner), Walter Quist (Park Commissioner), and Sean Loomis (Park Manager)

Audience of Citizens: None

Called to Order: 6:35 PM

Request that anyone who is recording the meeting inform the rest of the attendees.

Approval of July 24th, September 11th, and October 2nd, 2023, Park Meeting Minutes by roll-call vote: Laurie Pike-yes, Walter Quist-yes, and Hannah Poplawski-yes.

Tennis Court Winter Update

1. Sean will store the equipment bin and pickleball/tennis nets in the Soule barn over the winter. Courts will be locked once snow covers them.
2. Rowe School will allow the pickleball group to set up a court in the gym for the next couple of months. Laurie asked Sean to leave 4 paddles out and she will bring her yellow net to the gym for players to use.

Discussion of Current Woodlands Partnership Grants

1. We'll send Rick Hamilton our design ideas for the 2 panel kiosk to create a building plan. All four sides will be available for signage, 2 panels for the permanent signs and 2 panels for interchangeable signs.
 - a. Over the next couple of months we'll brainstorm and draft ideas for the permanent signs. Sean suggested on one sign we describe the history of the park and Percy Brown with an emphasis on this passion for the natural world.
 - i. The information on this sign should not be repetitive of the existing trail signs and the content on them.
 - b. Sean is working on the color core signs and the trail distances.
 - c. StoryWalk Solutions provided a quote for 20 aluminum signs, not including the post. The total was more than budgeted so if we decide to go this route, we'd have to order less than 20 signs. Alternatively, we can hire Rich Hamilton to design wooden signs with a plexiglass case.
 - i. We'll reach out to Pannier Graphics who also offers aluminum sign options for Storyboards.

Budget Discussion - Fiscal Year '24 and '25

1. For FY'24, we still need to complete the stump grinding and tree planting at Percy Point.
 - a. Laurie asked if remaining roots will make it difficult to plant new saplings. Bill Latrell and Alex Barrett would be good people to contact and check with on this topic. We will need to obtain an RDA from the conservation commission for the tree plantings.
2. Also part of the FY'24 budget, gravel for the meadow parking lot needs to be brought over and leveled.
3. No one has heard from the Finance Committee on budget due dates for FY'25 but we should be prepared in case there is a fast turn around.
 - a. The following are suggested updates for the FY '25 budget, over the next few weeks Sean will take a closer look at line items and make adjustments. During our next meeting we'll review an updated draft.
 - i. Increase lifeguard wages. Local rec areas are offering between \$18-\$24, we should offer a competitive wage.
 - ii. Eliminate the part time ranger position and one of the rec program assistant positions.
 - iii. Include Grasshopper Program funds in our wages rather than waiting for a transfer from the Highway Dept. as has been done in the past. We'll have to explain this increase to the Finance Committee and Board of Selectmen.
 - iv. Community Programs: Decrease the amount here since we applied for cultural council grants and should not need to pay for as many programs out of our budget. Try to schedule an event during the Rec Program.
 1. Walt suggested offering different kinds of programs next year to see what sticks. This could include a nutrition program, arts & crafts, flora/fauna identification programs, or guided recreational activities.
 - v. Walt will see Deb Lively this week and will ask about working at the fitness center this year and what she would like the hours to be.
 - vi. Davis Mine bridge needs to be redone. Possibly moved upstream where it's less wide. Will need lumber and should install concrete footings for a proper install.
 - vii. Need stone dust to add to the bathroom path. The material there now has settled so there's not a smooth transition from the bathroom to the path.
 - viii. Will not need kayaks, message boards, and may not need the bear proof trash can.

- ix. Add gravel to the parking lot at the Davenport Trailhead, Sean will get an updated quote for this.
- x. Special Projects: These will be the same as last year and we'll make sure to submit the required CIRPP forms ASAP. Laurie will check to see where these forms can be found. Sean will get an updated quote from Steve Crowingshield for the bathroom siding and an updated quote for the new park truck.

Minutes for this meeting were approved by roll call vote on December 4, 2023.

Meeting Adjourned at 8:52 PM

Respectfully Submitted by,

Hannah Poplawski
Park Commissioner