

**Town of Rowe Park Commission**

**Meeting Minutes**

**March 3, 2025, 5:00 PM**

**Location: Town Hall Meeting Room #1**

**Call to Order:**

**The meeting was called to order at 5:03 PM by Laurie Pike.**

**Attendance:**

- **Laurie Pike (Park Commissioner)**
- **Walter Quist (Park Commissioner)**
- **Justine Krumm (Acting Park Commissioner)**
- **Briel Gibson (Park Manager)**

**Audience of Citizens:**

- **Clay Connor, Executive Director of Rowe Camp and Conference Center (RCC)**

**Approval of Previous Meeting Minutes:**

**A motion was made by Laurie Pike to approve the minutes from the February Park Commission meeting.**

- **Motion seconded by Walter Quist.**
- **Roll Call Vote:**
  - **Laurie: Yes**
  - **Walt: Yes**
  - **Justine: Yes****The motion passed unanimously.**

**Agenda Items:**

- 1. Status of Operation Plan Project**
  - **No update was provided on the current status of the operation plan.**
  - **Next steps discussed regarding the Forest Management Plan, including girdling trees.**
- 2. Meeting with Rowe Camp and Conference Center Director**
  - **Clay Connor gave an overview of RCC camp attendance.**
  - **Laurie Pike discussed expectations for park use by RCC, both during and outside the camp season.**

- RCC will provide a lifeguard and a second staff member with CPR/First Aid certification.
- Clay Connor will send a Request Form before making payments through the online portal.
- Clay brought attention to a missing map and offered assistance in reinstalling it during the summer.

### **3. Spring Woodlands Partnership Projects (Due June 30, 2025)**

- Laurie Pike will assume responsibility for the Old Growth Habitat booklet (design, printing, and materials).
- Discussion about operations plan signage, including content, design, printing, and mounting. The Commission will clarify who will handle each part of these projects to ensure they are completed on time.

### **4. Woodland Grants and Kiosk Design**

- The Commission discussed the next round of Woodland grants, due in the spring.
- The Commission reviewed the original plan to install a two-panel kiosk, but after receiving a quote, it was decided to scale down to a single-panel kiosk. This design will accommodate a 3x4 foot sign and a corkboard or similar structure for postings.
- Briel Gibson will follow up on the new kiosk design.

### **5. Trail and Bridge Projects for the Summer**

- The Commission discussed two bridges and two reroutes, noting that they may require RDAs or NOIs. The Commission agreed to begin planning and apply for either or both as needed.
- Discussion revisited creating a NOI that includes all standard trail maintenance activities.

### **6. Discussion of Snow Machine and Groomer**

- A cost vs. use analysis for a snow machine and groomer was discussed.
- The Commission agreed to investigate pricing for a new groomer.

### **7. Review of Park Rules and Regulations**

- The Commission confirmed the following:
  - No drug use throughout the park.
  - No cigarettes on the beach.
  - No alcohol or glass on the beach.

## **8. Unforeseen Business (Post-Meeting Posting)**

- **Lights and Cameras:** Justine Krumm will create a list of recommended products for park lighting and surveillance cameras.
- **Workshop Alternatives for Invasive Species Education:** Justine Krumm has a contact from UMass who may be interested in conducting an educational event for residents.
- **Cultural Counsel Grants:** Timelines and funding opportunities were briefly discussed.
- **Summer Rec Program and Swim Lessons:** Plans for the summer program were reviewed.
- **Meet the New Manager / Hiring Fair (April Event):** Briel Gibson will request a townwide announcement for this event.
- **Seasonal Trainings:**
  - **First Aid**
  - **Equipment Training**
  - **Trail Work Best Practices**
- **Pontoon Boat Cost Analysis:** Justine Krumm will put together a cost analysis.

### **Adjournment:**

**A motion to adjourn the meeting was made by Laurie Pike at 7:15 PM.**

- **Motion seconded by Justine Krumm.**
- **All members were in favor, and the meeting was adjourned.**