

## **Town of Rowe Park Commission Minutes**

**October 2<sup>nd</sup>, 2017**

**Present:** Richard Hamilton(Chairman), Laurie Pike (Park Commissioner), Michael Phillips (Park Commissioner), Sean Loomis ( Park Ranger)

**Audience:** None

**Agenda:** Letter to Rowe Camp, Vacation Policy, Ranger Responsibilities, Ongoing park programs

- 1) Call to Order 6:38 pm
- 2) Minutes from September meeting distributed and approved

### **New Business:**

**-Discussed RDA's for future tree removal and bridge maintenance.** Sean will contact Bob Rice to coordinate tree removal from dam area during the winter. Larger trees will be pulled across the ice to the road where they can be loaded up and disposed of. Smaller slash will be pulled into the woods opposite the dam and piled to speed decomposition and create wildlife habitat. Bridge locations will be surveyed and located with a GPS so there is no confusion as to which bridges are specified for maintenance when we submit bundled RDA's in the future.

**-Reviewed letter from citizen Robeson.** Commissioner Mike Phillips will respond to his letter and address concerns. Discussion about removal of bridge materials concluded that debris piles of pressure treated wood will be removed, and "natural " materials will be condensed and relocated to create wildlife habitat and comply with Con-com recommendations. Discussion about leaf blowing on the trails was inconclusive; pros and cons of clearing trails are numerous. Sean will research "best practices" and will come up with final recommendations. Erosion will always be a huge concern in these decisions, as will safety of patrons using the park. A possible solution may be to designate primary uses for different trails; which would dictate how they are maintained. Poison ivy concentrations will be cut back or marked with signage, or both dependent on the situation. The idea of having a yearly "volunteer day" for trail maintenance was discussed; and will be part of future conversation.

### **Old Business:**

**-Discussed contents of draft letter to Rowe Camp concerning group use policies.** Main points include: behavioral expectations, group size, prior notification, and lifeguard requirements. Rowe camp representatives will be invited to attend future park meetings to discuss these concerns.

**-Review of Employee Benefits / Responsibilities** Discussion primarily centered around use of Vacation Time, and notification and planning around vacation time. Which yearly periods that vacation use would be inappropriate was discussed, and clear guidelines will be established. The need for record keeping / daily notification was also discussed. It has been decided that the Park Ranger will

keep a daily log of activities, and a message board will be set up at the Ranger Station with information as to where the Ranger will be working on that day. These measures will provide a useful record of which areas of the park are receiving attention, as well as providing accountability for employees and their assistants.

**-Cultural Council Grant Applications** were discussed. Deadlines are approaching for these grants and Ranger Loomis will be working to coordinate with the library, school, etc. to obtain grants to provide enrichment programs for the Summer Program and the community at large.

**Future Meetings scheduled: Monday Nov. 6<sup>th</sup>, and Monday Dec. 4<sup>th</sup>, both @ 6:30 @ Town Office**

**Meeting Adjourned : 8:30 pm**

Respectfully Submitted, Richard Hamilton

Approve: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair, Richard Hamilton

\_\_\_\_\_ Date: \_\_\_\_\_  
Laurie Pike

\_\_\_\_\_ Date: \_\_\_\_\_  
Michael Phillips