

Town of Rowe Park Commission

Meeting Minutes

November 14th, 2022

6:30 PM

Hybrid: In person Meeting Room #1 or online Zoom participation

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: 6:34 PM

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

Approval of October 3rd, 2022 Park Meeting Minutes by roll-call vote: Laurie Pike-yes and Hannah Poplawski-yes. Walter Quist abstained since he was not a member during that meeting.

Update on Tennis Courts

1. On the Town website under "Latest News" there is a link for the tennis court engineering design and FROG's contract for the bid. Residents are encouraged to review the design and contract and reach out to Laurie with any questions or concerns.
2. Andrea Wood has a list of companies she sent a note to, including a couple we have contacted in the past, and the bids should be in by December 6th. We will pick a company soon after that and have the contract for the new courts by the first of 2023.
3. The new court will have at least one pickleball court.

Woodlands Partnership Projects

1. Peggy Sloan and Andrea Wood at FRCOG said we should not need to go out to bid because each task from the grant is less than \$10,000.
2. Sean usually goes to RK Miles, Hemshaw Lumber, or WW Building Supply for pressure treated lumber. He typically gets hemlock boards from Bill Clark or Lenny Roberts. Walt has someone in New Salem with a great price for hemlock lumber we could purchase. His name is Jim Conkey and he has ads in the Greenfield Recorder if we want to look him up.
3. Sean got a quote from a company in Ohio that specializes in designing and making aluminum trail blazes. There is another company in Buffalo, NY Sean has used before and can get a quote from but he is leaning towards using the Ohio company.
4. Sean knows a graphic designer who could design the kiosk signs for us, we would just need to tell him what information we want on them. We should begin discussing and planning that soon

Fitness Center

1. The bowflex is under warranty so Sean was able to get replacement rods for 10-50 lbs which are on their way now.
2. The elliptical needs a new battery but Sean will look through the manual to find the exact model.
3. Deb would like Scott rags (industrial paper towels) and size medium hand gloves.
4. It does not seem like we need new equipment in the fitness center but Sean suggested maybe purchasing balance equipment which does not typically take up a lot of space and could be stored on the side or in bins. We should talk with Deb to see what people have requested/what she thinks may be helpful to have.
5. Laurie is going to work on putting on an open house so Deb can show the community what equipment is available in the fitness center and understand how to use it.

Frost and Flannel Event

1. The Frost and Flannel event will take place on Sunday, Dec. 11th, 2022. The committee would like the park to have a fire for people to warm up by and possibly make smores at. Laurie will help with this and has a contained fire pit we can use. Sean will load wood into the ranger and park it near the fire pit so wood can easily be grabbed from there.

Budget Discussion

1. Laurie printed the budget draft for all of us in person so we could go line by line and discuss what needed to be changed/included.
2. Under OPS Breakdown there were several items we could remove or decrease the allocated money for such as the Community Programs (will have funding through the MA Cultural Council), the Adventure Program will not be offered, will not need money for trail blazes as we will be getting new ones with the grant, and we do not need Kiosk equipment. Items under OPS we discussed adding or increasing the budget for were pickleball equipment, one kayak, trees to plant at Percy Point, and 1 bear proof garbage can as well as an increase in the cost of propane, the compost toilet maintenance, and park vehicle maintenance.
3. New bathroom siding, a new park truck, and getting materials for the parking areas (this may be something Sean and the Highway Dept can do) on Davis Mine Rd and Davenport Rd will be included in the budget as special projects. Sean will get a couple quotes for each project.
4. We had a long discussion about the wages for the summer rangers and the best way to make it fair for returning people. For each position there could be a range so that if someone is returning to the ARIII position with another who is new to the position, the seasoned employee would be paid a little more. We also discussed adjusting the amount

of hours or weeks over the summer. Hannah and Sean will work on some possible solutions over the next couple of weeks. We know we want to increase the wages for lifeguards to ~\$17/hr to keep up with what others are offering in the area.

5. We will have another meeting at the beginning of December to continue the budget discussion and finalize what will be presented to the Finance Committee.

Meeting Adjourned at 8:48 PM

Respectfully Submitted by,
Hannah Poplawski
Park Commissioner