

Town of Rowe Park Commission  
Meeting Minutes  
December 14th, 2022  
6:30 PM  
Zoom Meeting

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: 6:31 PM

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

Approval of December 5th, 2022 Park Meeting Minutes by roll-call vote: Laurie Pike-yes, Walt Quist- yes, and Hannah Poplawski-yes.

### **Final Budget Discussion and Updates**

1. The Select Board has not determined the COLA raise so Sean's salary has not increased yet. We will not know the total budget increase until that is finalized.
2. Sean has \$48,000 estimated for a new pickup truck, if we decide to get a smaller or used truck it will be less than \$48,000 and we'll have some wiggle room. Lance suggested we hire someone for the bidding process for the truck so Sean will be in touch with Andrea Wood to help with that.
3. Sean added the Tennis Court cleaning project under 2023 special projects because it was not listed before. This may be because this project was voted on during a special town meeting.
4. OPS page was tweaked a little. Signage, uniforms, and firewood were reduced. Equipment PM maintenance was removed, but if we do not get a new truck we will have to add this back in. Laurie suggested talking with the Finance Committee about this, perhaps we keep it in so it doesn't have to be brought to a special meeting if we don't get the new truck. Sean decided to purchase only 1 paddleboard this year and the last one next year. He added the cost of the stump grinder.
5. Laurie made a motion to approve this budget and send it to the Finance Committee, Hannah seconded. Motion approved by roll call vote.

### **Discuss Tennis Court Bid**

1. CD Davenport Trucking Inc. out of Greenfield, MA was the only company who entered their bid on time, the other company was two days late so we could not open it.
  - a. Their bid was \$10,000 more than what we have budgeted.

- b. They do come highly recommended by Andrea Wood and it would be nice to use a local company (good for when we need to call them with questions or repairs in the future).
  - c. Walt asked if we went out to bid again if we could contact other local (New England) companies and encourage them to bid, Laurie responded that is what Andrea did the first time.
2. Our only options are to go out to bid again or request a Special Town Meeting with the Select Board. Walt thinks it may be a good idea to go out to bid again. Laurie is worried that if we go out again it will delay the process by a couple months which could mean that the courts do not get installed in 2023. It also doesn't guarantee CD Davenport will respond again which could result in no bids at all.
- a. One of the reasons CD is so expensive is because they subcontract a lot of the work. Warner Bros is hired for the paving process, another company for painting the lines and another for fencing.
  - b. If we go to the Select Board and request a Special Town Meeting we will be asking for additional funds and to do a couple line item transfers from the current budget's Special Projects. Not included in the current cost is the engineers fee for overseeing the project which we think is important to ensure everything is done according to the design and contract. Laurie is going to reach out again to the engineer to find out what that would cost.
  - c. Laurie will attend the next BOS meeting and let the rest of us know where we go from there.

Meeting Adjourned at 8:17 PM

Respectfully Submitted by,  
Hannah Poplawski  
Park Commissioner