

Winchendon Community Park Committee
(formerly Ingleside Utilization Committee)
July 29, 2019 Minutes

Present: Dave Romanowski, Dawn Bilodeau, Jordan Comeau, Guy Corbosiero, Ken LaBrack, Jane LaPointe, Marcia MacDonald, Tiffany Parkhurst, Dylan Romanowski,

Absent:, Keith Bussier, Miranda Jennings

Public: Rick Lucier, Ryan Bergeron, Ashley Tenney

Meeting called to order at 5:34 p.m.

Note: Guy Corbosiero announced he was taping the meeting

Business

1. **Approved Minutes:** May 8, 2019, May 15, 2019, May 21, 2019, June 24, 2019

2. **Park Usage**

- a. Pop Warner – request to use the field at the WCP for:
 - 4 games in September and October; Sundays 11 a.m. to 2 p.m. Schedule will be out in mid-August
 - Practice sessions, September & October, Tuesday & Wednesdays, 6 to 8 p.m.
 - They will line the field with white paint – that will “disappear” as the grass grows and is mowed.
 - They will bring in lights for the evening practices and will chain them to the poles by the field.
 - Organization is looking for a home. Open to discussing what we need and any help from players and cheerleaders. They mentioned bleachers.
 - WCPC believes this could be good visibility and exposure for the Park.
 - **Motion to approve, with the following conditions that were discussed, and pending Town Manager approval**
 - Police detail for exiting at 12:30 and 2 p.m.
 - Parking along side of Ingleside Road. Pop Warner will have signs, cones and volunteers in safety vests who can direct traffic on the Road.
 - Audience will bring folding chairs and sit on the side of the field
 - Trash will be removed by Pop Warner
- b. Scout Pack 193 – will not be using the Park for weekend camping in August

3. **Priority Project Updates**

- a. Trails – Until more people/groups are involved, will maintain the existing trails and not expand/open new trails that have been identified
 - **Dylan** will organize maintenance of trails. This includes general clean up of trails; removal of low hanging limbs over trails; trail improvements/new tracks once ConCom approval is received
 - **Discussion:**
 - How can we go forward with reliable trail maintenance. What's the role of the current 3 stewards?
 - How put the new equipment to good use?
 - How tap into those who have expressed interest: Cory St. Pierre, Jim Holly, and others.
 - Vegetation on trails is growing back in
 - **Decision:** Will hold community workday on August 10 at 11 a.m. Members are asked to call other people, friends, to help spread the word
 - Tiffany has water
 - Need sign up sheets to track volunteer hours (Jane)
 - Doneen wants to know about Park workdays – for photos and a Gardner News story
- b. Picnic Area:– Tables are a priority.
 - **Dave** put together a poster asking for interest, contact information and availability. **Tiffany** is finalizing the volunteer list and will put the poster on FB and the WCP website
- c. Benches
 - There are lots of options re style, materials.
 - Question of where to locate them; need to secure them
 - **Ken & Dawn:** will work together as a subcommittee to identify the style(s) and locations
 - **Rick** will contact Keith and Corey about building benches with available wood on the property
- d. Signs – to mark trails and to address liability (insurance) needs
 - **Jordan** – has done research on materials and will solicit donations
 - **Marcia** will work with Jordan on signs
 - **Discussion:**
 - Need for trailhead signs, trail markers, Park rules, signage recommended by Town insurance agency (Jane will provide copy of insurance notes to Jordan)
 - Need kiosk/sign at entrance(s) with relevant Park rules and link to Park website for complete rules.
 - **Decision:** **Jordan, Guy, Dylan, Dave & anyone interested** will meet at the Park on Sunday, August 4 to install the Entry sign
- e. Deck – **Ken & Dave**
 - Ken will ask Steve R. at Mount Grace for deck ideas – they just installed one
 - Will recruit volunteers using approach re picnic tables

- Target this Fall
- f. Barn
 - **Dylan** will bring to the WCPC a plan to secure the barn; doors, windows
 - **Marcia** will look into historical restoration funds
- g. Garage
 - Is always mentioned, but not on the official priority list

Discussion of **project budgets** moved to August agenda

4. Policies

- a. Discussion of all items moved to August agenda

5. Other Updates

- a. Chili Festival, August 3 –
 - **Jordan & Dylan** will organize to promote Park. Dylan will make chili
- b. Memorial School, Open House, September 11, 5-7:30 p.m.
 - WCP has been offered a space at the Open House
 - Would need an activity to offer to kids .. to get them to the Park
 - **Tiffany (Girl Scouts & Marcia)** will work on this
- c. Girl Scouts – concrete casting stepping stones
 - Scouts are interested in casting a stepping stone pathway for the Park
 - Needs more discussion and considerations re mowing grass, ease of stepping/mobility/safety, etc.
- d. Garden Club & Pollinator Gardens
 - WCPC received an email from Deb Kane expressing the interest of the Club in helping to fund and install pollinator gardens. Deb has begun to research installation/design options.
 - The Girl Scouts and public schools (programs with Growing Places and Winchendon School) are also interested.
 - There's a need to coordinate all this
 - **Jordan and Dawn** want to work on this
- e. ConCom
 - Hearing on the WCP application is scheduled for August 15 at 7 p.m.
- f. Eagle Scout Project
 - Daniel Fuller will be at our August meeting to update us on his project
- g. Outreach, Communication – Discussion

- Tiffany asked for clarification re events and the Spring launch of a "Friends of the WCP". Friends requires decisions on levels and perks (i.e. Park T-Shirts)
- Need/challenge – to get others involved in the Park. Tiffany shared her story on the back page of the Newsletter – inspiration
- Events:
 - Walks raised the question of the condition of the trails – not sufficiently maintained for this
 - Cornhole Tournament – for ages 21+ - as fundraiser at Zoe's. **Tiffany** will coordinate with Zoe's on this and keep us informed
 - Picnic table building will be added to the Newsletter
- Distribution of Newsletter: posted on FB and emailed to everyone on our current volunteer/interest list

h. Quorums & Meetings

- Quorums
 - Question/discussion on how to have a quorum so that planned meetings can take place. A committee of 11 members requires a majority of 6 to be able to hold a meeting
 - The option of reducing the size of the committee and having alternate members was not an attractive idea – people, who were alternates wouldn't really feel like part of the committee. Also, the question of how we'd decide who is an alternate – volunteer to change or through attrition?
 - Revisit: current members' commitment to being on the committee – their interest, purpose, role; terms (with Town Manager)
 - Recommend to Town Manager, BOS that membership be capped at 11 and that we develop requirements to become and remain a committee member
- Meetings
 - Need to make these shorter: Stick to the agenda; use subcommittees
 - Need a plan for the Park and an organization structure (functions, relationships, authority) to make it happen

Adjourned: 7:40 p.m.

Next Meeting: Monday, August 26th , 5:30 p.m. Agenda: will include

- Update on Priorities/Projects identified at June 24th meeting
- Discussion of budgets for priority projects
- Request from Town Manager's office: 1) Inventory of Park keys – who has what; 2) Policy on who is authorized to have keys or to sign them out from Police Station

- Policy on grills in Park picnic area
- Policy on recreation & volunteers from Town Manager
- Update on Eagle Scout Project

Approved: August 26, 2019