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WINCHENDON TOWN CLERK

**Winchendon Community Park Committee
May 18, 2020 Minutes
Zoom Meeting**

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

Meeting called to order at 6:10 p.m.

Approved Minutes: January 30, 2020

Business

1. Old Business

Benches -- the purchase of four metal benches was approved at the January meeting. The decision was reconfirmed and the locations will be determined later, with the understanding that they could always be moved.

Action. Marcia will be in touch with Jane to coordinate the order with the vendor and confirm that no sales tax will be applied to the invoice

Signs -- the committee voted to authorize an additional \$1,000 for the purchase of signs (up to \$4,000). The intent in January was to solicit sponsors, pending a decision on the cost of sponsorships. Because the trails are in use, it's important to not delay signage. Signs will be installed and then sponsors will be solicited with the names attached later.

Action: Dave will get in touch with Jordan to check on the status and have these made and installed.

Pollinator Gardens -- The Winchendon Garden Club has a grant to build the pollinator garden. They are working with The Winchendon School. Miranda reported that a delivery of Black Gold from Smith Country Cheese is scheduled and that students are making a sign for the garden. Dylan has cut trails, path for them into the Meadows.

2. New Business

Trails -- the committee voted to approve \$1,200 to hire NQTA to do trail restoration/clearing and tick remediation on all Park trails. NQTA will coordinate this work with Dylan. Bobby Curley has offered to build rustic wooden benches on trails similar to those NQTA has done on other trails (see their FB site for photos). The committee cautions about using wood from other sites due to beetles.

NQTA expects to have a decision on their DCR grant request in June. If funded, the WCP Forest Trail is at the top of the schedule for trail remediation using geosynthetics.

Action: Jane will let Bobby Curley know of the decision and request that he coordinate the schedule and work with Dylan.

Security -- Dave spoke with the Town Manager about the need for security to address break-ins and vandalism at the Park. They agreed that it should be up to police and not the committee to recommend the appropriate security system. Town Manager will speak to the Chief to get his recommendation on a system and where it should be located and will get quotes from vendors.

The Town Manager will come back to us with costs so the committee can vote to approve the funds.

Committee Reorganization

Jane is leaving the committee; she'll be staying on the R-B building subcommittee and will work with Dave and others on the transfer of information, etc.

Dave proposed the reorganization of the committee into two separate committees, each focused on specific aspects of the Park: an Infrastructure & Admin Committee and an Activities/Use Committee. Committee members discussed this idea, comments included:

- People on the committee joined for different reasons, with different interests regarding park maintenance and park usage/activities.
- Miranda - the two committees are a good idea; suggested the name Community Programming for activities and use
- Questions about the start-up time to launch new committee; however each can use what is already in place for the WCPC
- Questions about communication, coordination of work, etc.
 - Plan semi-annual joint meeting
 - Plan for regular communication/coordination of the committee chairs, shared minutes, etc.
 - Have committees meet at different times of the month - for ease of coordination, when needed
 - How would the budget work
- Community Programming committee will be the public facing committee; Infrastructure will make sure Park physical infrastructure is ready and available for use
- Ken - with this split, the committees and members can be more focused on actual activities and interests.
- Dylan -- his interest is focused; more likely to be productive
- Marcia -- haven't had a lot of turnout for activities. Jane - there is a good opportunity to partner with other organizations in town on community programs; working from a larger base could build participation and also provide opportunities for funding, i.e. cultural council

- The original premise of the committee and park development was restated -- we create the opportunities, the invitation - the Community needs to show up; if not, nothing happens

Action: Dave and Jane will take the input from tonight 's meeting and draft a proposal for the BOS. This will be passed before each committee member via email for approval or comments prior to submitting to the BOS.

Approval: The committee voted to approve this recommendation and action.

Initial committee membership:

- Community Programming - Activities: Marcia, Miranda, Tiffany
- Infrastructure: Dave, Dylan, Ken,
- Dawn will decide when she sees the proposal and also has more time to consider this
- Jordan and Guy were not at tonight's meeting

3. Other Updates

Amphitheater -- Architects continue to work to produce plans and cost estimates that can then be evaluated by the committee, BOS and Robinson-Broadhurst. They are in the process of hiring subcontractors, civil and structural engineers to produce these details. Cost/budget is a major consideration; what can be built that fits the R-B budget and fits on the site with provisions for future development as funds become available.

There are questions/concerns about how this is being designed - with what purpose or use in mind. Amphitheater and stage are different.

Action: Marcia will contact Cailte Kelley to discuss considerations on the use of the amphitheater

Signs -- The Town submitted a grant application to Robinson-Broadhurst Foundation to fund branding and wayfinding signage. This may include signage for the Park entrance(s)

Land Purchase - the purchase of the additional 8+ acres, adjacent to the Forest Trail has been completed. This purchase was approved by the town and funded by a grant from Robinson-Broadhurst. The development of trails to access this part of the Park and its expanded views of the cove will be a consideration for the Infrastructure committee.

Park Usage - the Park is open and being used during this time of social distancing .. and it can be promoted as such. However, there will be no portable toilet at the Park this year, due to sanitation issues.

Meeting adjourned at 7:14 p.m.

Approved: June 4, 2020