

**Winchendon Community Park Infrastructure Committee  
September 9, 2020 Minutes  
Zoom Meeting**

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Committee Members Present: Dave Romanowski, Ken LaBrack, Jane LaPointe  
Missing: Dylan Romanowski

Meeting called to order at 5:53 p.m.

**Administrative**

**Approved Minutes:** August 24, 2020

**Request:** As the costs/estimates associated with each project are available, please email/update the committee so that these can be tracked against our available funds and appropriated funds can be reserved

**Retirement celebration, Lad McKenzie, Robinson-Broadhurst:** Dave will attend this on behalf of the committee and will RSVP either directly to Bud Fletcher or through the Town Manager's office

**Beletete's Account:** Jane will add Dave and Dylan's names to the account as authorized purchases and will send each of them a reminder on how to reference this account when making purchases

**Metal Bench Order w/ MA Corrections:** Ken will follow up with Marcia to arrange to get the paperwork and details on the order that she placed earlier this year for 4 park benches

**Members:** Rick Morin, Jr. is writing an email to the Town Manager/BOS to join the committee

**Business**

**Updates and Next Steps**

**1. Trail Usage**

**a. Trail map to be updated**

- Jim Holly is finalizing the map. Jane will contact Jim with the Committee decisions: do not include contact information on this edition of the map; and yes, let's have a second map, with a different scale that shows the location of the Park in town

**b. Trail Signs:**

- **Dave** continues to work with Bobby Curley, NQTA to specify and install trail signs. We have received an updated quote for 16 signs (\$1,600), 8 posts with fasteners, etc. (\$500) and installation (\$400).
- **Dave** has identified the number yellow and red blazes needed for the Meadows Loop and Elm Street Path. These will be sourced from the company identified by Ken and included in the expense item for trail signage

c. Park Rules Signs:

- **Dave** and Al Gallant are still trying to connect on the size, cost and suppliers for signs and posts. Ken noted that in the past Al was able to provide posts.
- Dave will continue to secure quotes for the signs and their installation. Once we have the cost details, the committee will revisit and decide on placement. This will include a "no motorized vehicles" sign at each entrance to the Meadow Loop off from Ingleside Road

d. Kiosk: to display trail maps, park rules, etc.

- Kiosk will be located on the east side of the future path from the drive to the deck; near the large maple tree

e. Gates to prevent or deter unauthorized vehicle access to Meadows and Elm Street Path.

- Town Manager has requested that we work with Chief Walsh to identify what to consider/purchase. **Dave** will follow up.

f. Boardwalk/footbridges across wetland on Forest Cove Path

- **Dylan** will coordinate with Bobby Curley on building temporary but secure crossings, using rocks, planks, etc.
- First steps include a plan and cost estimates for construction - and to determine if the appropriate building materials are available as there is currently a shortage of pressure treated lumber, etc.

g. Spur Paths to Fishing Point

- We have received the written RDA from the Conservation Commission so this work can proceed. Bobby Curley will assemble a NQTA work crew for September 12 and 19 to complete these improved trails

h. Bench Request

- The committee approved Bobby Curley's request to use material from the cut spruce trees at the Park to construct a bench at the Medicine Wheel in Wendell MA. There is still sufficient wood from these trees to construct four to six more benches at the Park.

2. **Buildings/Built Infrastructure**

a. Path from Drive to Deck & Parking:

- Decision to wait on the path and parking until Spring in order to have a better sense of where the amphitheater infrastructure may be located and how this could be incorporated into that

**b. Observation Deck:**

- Randy's plans to install the decking last weekend were rained out.
- Vista Clearing; marking trees to be removed.
  - Dave contacted Bobby Curley of NQTA. Bobby can bring an arborist to the Park to help in this determination. Dave will let Committee members know the date and time for this once it is scheduled.

**c. Garage:**

- Jane spoke with the Town Manager. When more details are available describing the proposed work, Jane will send these to Keith. He will then have the initial conversation with the Building inspector to see what permits, etc. may be needed
- **Randy:** send Jane and the rest of the committee plans that can be used with the Building Inspector

- d. Barn:** Town Manager has forwarded an email from the WCP to the DPW asking them to put this on their work list. Work includes boarding up the 2<sup>nd</sup> floor windows and securing the water pit cover
- e. House:** Town Manager has referred the Committee to Tom Smith who is preparing a package on what is needed. Ken is the contact on this.

**3. Trail/Land Stewardship & Usage**

**a. Newly Acquired 8.2 Acres:**

- Jane has a packet of information, maps, deeds from Morin Realty that she will get to Ken to review.
- **Jane** will follow up with the Assessor's Office on their offer to search for additional information to see if anything has been located.
- Ken suggested that the committee visit/contact the abutters to introduce ourselves, the Park and to learn if they have the boundaries marked.

Meeting adjourned at 6:28 p.m.

**Approved: September 21, 2020**

**Next Meeting: Monday, September 21, 2020 at 5:30 p.m.**

**Next meeting - date to be confirmed. It was noted that we need sufficient time between meetings to get work done.**

**Agenda will include**

- Updates on some or all of the above; approval where needed on expenditures

**Longer Term**

- Consideration on how the committee will seek or respond to community supported ideas, request and recommendations for Park infrastructure
- Plan for buckthorn removal and for wetland vista maintenance (required by ConCom - a plan submitted within 3 years of the July 2019 RDA)
- Plan for the remediation of Elm Street Path