

**Winchendon Community Park Infrastructure Committee
September 21, 2020 Minutes
Zoom Meeting**

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WINCHENDON TOWN CLERK

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

Meeting called to order at 5:36 p.m.

Administrative

Approved Minutes: September 9, 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.

Dave and Jane will confirm any remaining trail maintenance work and associated costs with NQTA

Metal Bench Order w/ MA Corrections: Jane will follow up with Mass Corrections re details on the order that Marcia placed earlier this year for 4 park benches

Business

Updates and Next Steps

1. Trail Usage

a. Trail map to be updated

- Jim Holly is finalizing the map. **Jane** will follow up with Jim in a couple of weeks to see if he has other questions.

b. Trail Signs:

- With the completion of its trail maintenance work, NQTA will start to build and install the trail signs. **Dave** will oversee this work.
- Once the NQTA trail sign work is underway, **Dave** will order the yellow and red blazes for the Meadows Loop and Elm Street Path

c. Park Rules Signs:

- **Dave** will identify options re the size, cost and suppliers for signs and posts. Ken noted that in the past AI was able to provide posts.
- 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.
 - The wood for the kiosk has been purchased from Belletetes. **Randy** will get the rest of the needed materials from Office Max in NH
- 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 work to get this built before next year
 - 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
 - Work on these improved trails was completed this past weekend

2. Buildings/Built Infrastructure

- a. Observation Deck:
 - **Randy** plans to work on the deck this coming weekend
 - Vista Clearing; marking trees to be removed.
 - The forester contacted by NQTA on behalf of the WCP seems like a good option. We are waiting for his to confirm his availability and fee. **Dave** may provide a better, more specific map of the area in question
- b. Garage:
 - As the details are available, **Randy** will send Jane and the rest of the committee plans that can be used with the Town Manager and Building Inspector. **Jane** will send lead paint report to Randy.
- c. Barn: **Jane** will follow up with the Town Manager and Al Gallant re the status of boarding up the 2nd floor windows.
 - Randy raised the possibility of installing working shutters in the barn. The committee would like more information on costs and priority location/windows for the shutters.
- d. Electricity - Garage & Barn: Randy may know someone who could help us evaluate options to have electricity/lighting in the garage and in the barn.
 - There is an electric meter and panel on the outside of the barn and a new 200 amp outlet that was installed for power at the Fall Festivals.
 - Randy suggested the option of moving the panel inside the barn and using this to feed the garage.

- e. House: needs to be checked before winter to confirm that the water main is off and appropriate pipes are drained. Committee needs to confirm with the Town Manager that the house will be shut down: no need for heating oil and specific guidelines for removal and salvage.

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

a. Newly Acquired 8.2 Acres:

- Dave suggested we look into having the land surveyed so the boundaries for trails, park usage, etc. are clear. At a prior meeting, the committee discussed walking this land once vegetation has died back.

- b. Murdock Cross Country: request to use the Park for practices (Monday-Friday, 3 to 5 p.m.) and for 2 to 3 home meets. The team has used the Park for the past couple of years. **Dave** will contact Jenna Whitaker and suggest that she contact the Town Manager's office to see if there is any specific paperwork that has to be signed. He will also let her know about recent trail renovations and increased Park usage by citizens - so the need to be considerate of these users.

- c. Park Users leaving behind balloons, etc: **Jane** will draft her observations and recommendations (brief) regarding balloons, tape, etc. left in the Park and forward these to **Dylan** to be edited and posted on FaceBook

Meeting adjourned at 6:23 p.m.

Approved: October 19, 2020

Next Meeting: Monday, October 19, 2020 at 5:30 p.m.

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