

Winchendon Community Park Infrastructure Committee January 25, 2021 Minutes Zoom Meeting

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

Meeting called to order at 5:32 p.m.

Administrative

Approved Minutes: December 14, 2020

Business

1. Preparation of House for demolition
 - **Motion Approved:** To proceed with removal of pipes from the house.
 - **Randy** will set a date and time and inform the committee so members can help.
 - We will use this time to also move WCP materials from the entry room of the house to the barn
2. Looking ahead - priorities & plans
 - a. Elm Street Trail - Next step: meet onsite with Brian (DPW) and John Walker to come up with a plan for Spring
 - **Dave** will contact Brian to arrange meeting at the bridge to discuss cleaning out the silt and DPW help. **Ken and Dave** will meet with Brian
 - b. Trail maintenance 2021
 - **Mowing:** **Dylan** will try; need to contact Rick Morin for help; set up an every other week schedule between them
 - **Jane** will look into the option of contracting with NQTA for 4 hours/week for 12 weeks to provide maintenance
 - **Signs:** Confirm with Police Chief that what is posted is sufficient for enforcement
 - **Gates;** plan to install two gates in the Spring, at Elm Street entrance and Meadows entrance closest to Maple Street. **Randy** will advise on what to purchase
 - **Vista Clearing** at the observation deck: **Dave** will initiate this in the Spring; with a bigger plan for later
 - **Buckthorn** removal: wait
 - **Forest Cove Trail bridge/boardwalk:** **Dylan** will organize this for Spring construction
 - **Trash removal:** ask DPW about trash bins at the Park - and responsibility for emptying

- Incorporate new 8.2 acres into the park: ask John and Bob Curley to recommend trail location in this area
 - **Note:** *there is still the question of confirming the boundaries with the neighbors*
 - c. Building maintenance: garage & barn
 - Garage: **Randy** will schedule an onsite meeting with the Building Inspector to identify what work will be needed. From this a cost estimate can be determined
 - Barn: **Dave** suggests scheduling a Summer community weekend project to scrape and paint the barn and to do some basic/minimal fix of the damaged wood (roof-line and back of barn). Will need cost estimate for materials.
 - d. Status of Park accounts - did a brief review of actual and possible pending uses of available funds and the need for cost estimates on items above
 - e. Committee composition to accomplish tasks: **Ken** will contact John Deline regarding his interest in joining the committee.
3. Communication
- a. Report for the Town's Annual Report was approved. **Jane** will submit to the Town Manager's office
 - b. The committee want to meet with the Interim Town Manager as soon as possible in order to update him on the Park and the Amphitheater Project and to establish clear roles and responsibilities, etc. for the committee and for other town personnel, boards, etc. **Jane** will contact Linda Daigle to schedule and then post this meeting. Agenda to include: Building Committee (with OPM & Architect) (disposition of pipes & doors for Park), WCP (plan going forward on decisions, roles, responsibilities, complaints, etc.), BOS updates

Meeting adjourned at 6:35 p.m.

Next Meeting: Monday, February 22, 2021 at 5:30 p.m.

Agenda will include

- Updates on some or all of the above, as available

Approved: February 22, 2021