

## **Ingleside Utilization Committee September 25, 2018 Minutes**

Present: Dave Romanowski, Keith Bussiere, Guy Corbosiero Jane LaPointe,  
Marcia MacDonald, Dylan Romanowski,  
Absent: Dawn Bilodeau, Ken LaBrack  
Public: Rick Lucier, Tiffany Parkhurst, Chris Waite

Meeting called to order at 5:31 p.m.

### **Administrative**

Approve minutes: August 25 2018

IUC reorganization

- Guy moved and IUC approved Dave as Chair and Jane as Vice Chair
- Dave moved and IUC approved to change the position of Vice Chair to Co-Chair

Discussed need for additional members with interest and skills to apply; members of IUC and also volunteers to work on future IUC subcommittees that will focus on specific topics, i.e. park activities; trail/land/property stewardship

- Tiffany spoke about her work with the Girl Scouts, the desire for more outreach into the town, and activities that include the town and others that are exclusive to the Scouts
- Chris is a carpenter who can build anything and also carves birds. He has recording artist friends and is willing to help in many ways to bring them to the WCP to help raise funds and awareness of the Park. Chris' wife is a food service manager who can help set up a certified kitchen and can teach cooking
- Rick wants to stay a community volunteer. His current interests for the Park include security, signage and equipment to maintain the Park.

### **Updates**

#### **Robinson-Broadhurst Foundation**

Dave provided background/context for the WCP. As a result of the Forum in September 2013, the ambition was to find a project that would bring people together and provide opportunities to work across silos

R-B Trustees and Advisors visited the WCP on 9/16. They were impressed with the potential and with the work by the IUC and community volunteers that has been done to date.

#### **Action:**

- **Keith & Dylan:** assemble a list of equipment needed for Park and trail maintenance; include cost and a brief statement of need/how it will be used

### **Conservation Commission**

2 members of the Commission, Tony George and Lionel Cloutier, walked the trails with the IUC on 9/15. They view the Park as a community asset and were supportive and helpful in responding to what they were seeing.

David Koonce, the conservation agent, will make a site visit to the Park on 9/27

### **Opening Day**

Was well attended. People had ideas to share about future Park usage: including benches, water access, use of the house, engaging Monty Tech, fund raising, etc.

### **Winchendon School Service Learning**

The IUC discussed an email from one of the group leaders:

- It won't be possible, this year, to hold a Halloween fund raising event in the barn and on the property.
- Invite them to the next Community Workday 10/13
- Invite them to our next meeting
- Identify a representative to be a liaison with the IUC and to coordinate with our trail stewards on trail related work
- Dave requested he and Jane meet briefly with Miranda Jennings to clarify expectations
- *Note: the next morning (12/25), we received an email from the group leader inviting Dave & Jane to their 10/3 session.*

### **Park Security**

Dave met with Keith Hickey and Chief Walsh to discuss: signage, security cameras/systems, gates to restrict/stop people from driving on to the Meadows Trail from Ingleside Drive, tenant/caretaker.

- There is no funds in the town budget for security cameras and, per Rick, Barbara Anderson may be looking into this also
- Chief Walsh is checking into what others have that includes a monitor at the Police station.
  - This requires getting internet access on the property.

#### **Actions:**

- **Keith** – get gate pricing at Tractor Supply
- **Dave, Jane** – follow up with Town Manager on Tenant/Caretaker

### **Questions to address re the property/house**

- Responsibility for utilities and security costs? Note: the town has budgeted \$7,000 for utilities
  - There is 1/8 tank of oil at the house. The furnace is currently off.

#### **Action:**

- **There is a critical need to either fill the tank and turn on the heat or shut the house down for the winter – *how will this decisions be made and when?***
- How will the WCP property benefit from the solar facility at the Transfer Station?

### **Finances/Budget**

Jane distributed:

- List of IUC accounts set up by the Town Accountant
- Account balances as of September 25<sup>th</sup>; with list of payables
- Budget used to estimate and allocate Robinson-Broadhurst proposal funds
- Sales Tax exemption form. The Town will not pay nor reimburse sales tax expenses

### **Maps, etc.**

In response to a question from NQTA re producing a trail map for the WCP, it was determined by the IUC that it is premature to do this given our upcoming work with the Conservation Commission and the need to finalize trail names, identify areas of the Park to highlight on a map, etc.

In response to Pete Trick's offers re mapping etc, members of the IUC would like to meet Pete at the Park.

### **Other Discussions/Updates/New Business**

#### **Fall Festival**

A work/task list was discussed and edited, including

- Set up and coverage of the IUC/WCP table
- Handouts: trifold (Marcia will design with content input from Dave and Jane); Gabby pins for local children; sign up sheet for WCP mail list/volunteer list; materials to promote the October 13<sup>th</sup> Community Workday

#### **Community Workday – October 13<sup>th</sup>**

Priorities for the day were identified, depending on the number of volunteer crews we will have

- Buckthorn removal along Ingleside Drive
- Brush clearing from around the house
- Debris clearing from the swale that parallels Elm Street Trail

#### **Prepare/secure the park for winter**

Barn

- It was agreed that the work of securing the barn would be better done by volunteers recruited with specific skills for this work

**Action:**

- **Keith, Dylan, Chris** – will meet at the Barn on Friday at 4 p.m. to assess what needs to be done

**House**

- A decision is needed/Action on:
  - Tenant Caretaker: **Dave, Jane**
  - Fill the oil tank and turn heat on or shut down the house for the winter: **Who ???**

**Trail access**

- What is our recommendation to the BOS on the use of park trails, especially the Forest Trail by snowmobiles? Concern: safety of people walking the trails (snowshoeing, skiing). Who are the local clubs/users; can we meet.

**Action:**

- **Jane** research policies of other towns and parks

**Adjourned: 7:45 p.m.**

**Next Meetings:**

- **October 22, 5:30 p.m. – regular 4<sup>th</sup> Monday of each month**

**Approved: October 22, 2018**