

Town of Rowe Park Commission
Meeting Minutes
May 1st, 2023
6:30 PM
Zoom Meeting

In attendance: Laurie Pike (Park Commissioner), Hannah Poplawski (Park Commissioner), Walter Quist (Park Commissioner) and Sean Loomis (Park Manager)

Audience of Citizens: None

Called to Order: 6:33 PM

Request that anyone who is recording the meeting inform the rest of the attendees.

Approval of March 6th, April 6th, 10th, and 20th, 2023, Park Meeting Minutes by roll-call vote:

Laurie Pike-yes, Walt Quist- yes, and Hannah Poplawski-yes.

Discuss STM and ATM Items

1. Reviewed the articles printed in the warrant for the Special Town Meeting and the Annual Town Meeting. Due to some wording, articles will need to be clarified during the meetings. We discussed the best ways to present the big items and how we will address questions that come up.
2. Our special projects for this year were not added to the warrant because we were not made aware that a capital improvement form was necessary for them. The only way to move forward with these projects this year would be if there was a STM in the fall and approval was granted then, otherwise, we will have to take the correct steps next year to ensure they are added to the warrant.

Status of Grant Funded Projects

1. The final drafts of the signs have not been received yet, though it should be soon. Sean spoke with the Pannier representative earlier today, the quote was signed and she confirmed the drafts would be sent to us as soon as possible. By the end of June we should have the final signs.
 - a. Final price from Pannier was \$4,790. Regarding the whole project, we will need to pay for the proofreader, stock photos, and Hale who assisted with the maps (\$700). Whatever is left from the other grants we can put aside for these expenses and Andrea's labor, keeping the total under \$10,000.
 - b. We will have 30 days to pay the bill after the invoice is issued.
2. The grant funds for the boardwalks were \$8,100. So far we have spent \$5,000 and will need to spend a little more for the rebar (~\$450), deck screws (~\$342), and timberlocks (~\$180).

3. For the trail blazes, we've spent \$2,766 out of the \$3,500 allotted for that project. We did not include the prohibited trail uses on these because the cost was too high, but if we purchase colorcore signs with next year's grant we could add that information to those signs.
4. The Town has already paid for parts of these projects, Sean and the accountant are keeping track of everything.
5. We discussed writing something about the kiosk project for the Goal Post when it is finished to show residents what we do with grant funded projects and how that benefits park users and the forest.

Summer Employment Needs and Meeting Them

1. Sean has received a handful of applications for the summer youth program. Everyone that applied will be hired.
2. There was one applicant from out of Town who was interested in lifeguarding. Again, we discussed communicating with Buckland and Ashfield about swim instructors and lifeguards.
3. Have not received any applications for the Rec. Director yet. The position is posted in the Goal Post.

Minutes for this meeting were approved by roll call vote on June 12, 2023.

Meeting Adjourned at 8:29 PM

Respectfully Submitted by,

Hannah Poplawski

Park Commissioner