

ADOPTED

City of Keene
New Hampshire

ASHUELOT RIVER PARK ADVISORY BOARD
MEETING MINUTES

Tuesday, March 14, 2017

8:00 AM

Room 12, Recreation Center

Members Present:

Jenna Spear-O'Mara, Vice Chair
George Foskett
Steve Hooper, Councilor
Chuck Redfern (via phone)
Judy Sadoski

Staff Present:

Andy Bohannon, Director of Parks, Recreation
& Facilities

Members Not Present:

Arthur Winsor, Chair
Susan Thielen

1) Welcome & Call to Order

Vice Chair Spear-O'Mara called the meeting to order at 8:00AM.

2) Approval of February 14, 2017 Minutes

Mr. Foskett made a motion to approve the minutes of February 14, 2017, which was seconded by Councilor Hooper and carried unanimously.

3) Finance Report

Mr. Bohannon stated there is nothing new to report.

4) Election of Officers

Mr. Foskett made a motion to approve Arthur Winsor and Jenna Spear-O Mara as Chair and Vice Chair, respectively, of the Ashuelot River Park Advisory Board for the 2017 term. The motion was seconded by Ms. Sadoski and carried unanimously.

5) 2017 Meeting Dates

Mr. Bohannon included a list of the 2017 meeting dates in the meeting packet. Meetings are scheduled for 8:00 AM every second Tuesday of the month, subject to cancellation. Mr. Foskett noted the Friends of the Arboretum follow the same schedule at 4:00PM on

the second Tuesday of the month; all Board members are welcome at those meetings as well.

6) Report from Friends of the Arboretum at Ashuelot River Park

Mr. Foskett reported that the Friends met last month and discussed the irrigation system again; he notified the Friends the hope is to have a bid out for irrigation by spring. He added that Councilor Hooper and Mr. Redfern have agreed to take a site for maintenance. Additionally, the Friends have reached out to the Homestead Garden Club, which was pivotal in the parks inception, and they hope to be involved again. Finally, the Friends discussed the Bartlett Tree Proposal and believe it is a good project to move forward with.

7) Park Use Request from Art in the Park

The Board supports this program going forward again this year and Mr. Bohannon will make Art in the Park aware of that decision.

8) Park Discussion

a. Budget Development

i. Bartlett Tree Proposal

ii. Plantings

iii. Contract

Mr. Bohannon noted he included a typical budget template in the meeting packet. He noted the need to decide whether to go forward with Chuck Simpson and the need to be cautious because some work he does may be in the realm of work of the landscape contract the City is putting out to bid.

Vice Chair Spear-O'Mara noted the portions of the Bartlett Tree proposal the Board has decided to move forward with: **\$2,175** for soil care and fertilizer, pruning pin oaks, and the smaller maples to left and right of park entrance.

Mr. Bohannon noted he spoke with the Fund Manager for the City who suggested going to City Council with a total budget amount for everything the Board potentially wants to do this year; if Council does not approve that full funding, the Board can reconsider what to cut out of the budget for the year. Vice Chair Spear O'Mara agreed with that idea because it will be easier to make decisions once the Board knows what they have to work with. Mr. Bohannon noted the current difficulty is the landscape contract, which he estimates at \$6,000-7,000, in addition to Mr. Simpson's potential work and the Bartlett Tree proposal. The Board agreed that the Bartlett Tree proposal option #1 seems too aggressive, and decided to move forward with option #2: removing potted plants, tarping, and replanting. Vice Chair Spear-O'Mara added she would like more details on what a proposal line item such as "plantings" will actually mean in terms of the work. The Board recalled that option #2 is anticipated to take a few weeks to complete.

The Board agreed to request a total estimated amount from Council for the 2017 budget because the garden has changed with time and the original plantings designed 30 years ago need to be updated to the new and different environment. Mr. Bohannon calculated the following for the 2017 requested budget of **\$13,175**:

- Bartlett Tree Proposal: **\$2,175**
- Simpson Consulting: **\$3,500**
- Landscape Contract: **\$7,500**

Ms. Sadoski made a motion to approve the requested 2017 budget of \$13,175, which was seconded by Mr. Foskett and carried unanimously.

b. Educational Workshops

Mr. Bohannon stated he spoke with the UNH Extension. They are willing to work with the Friends or the Board to host workshops in the park. They already offer fruit tree pruning workshops, but Mr. Bohannon will work with them to develop something unique for the park. As they develop, they will be promoted via social media to gauge level of public interest. Mr. Bohannon will bring a potential workshop lineup to the April meeting.

9) New Business

10) Next Meeting Date April 11, 2017

Vice Chair Spear-O'Mara noted she may miss the April and May meetings.

11) Adjournment

Hearing no further business, Vice Chair Spear-O'Mara adjourned the meeting at 8:42 AM.

Respectfully submitted by,
Katie Kibler, Minute Taker

Reviewed and adopted as presented 4.11.17
Andy Bohannon, Staff