

City of Keene
Keene, New Hampshire

**ASHUELOT RIVER PARK ADVISORY BOARD
AGENDA**

Tuesday, November 12, 2019

8:00 AM

Room 12 Recreation Center

Members:

**Arthur Winsor, Chair
George Foskett
Judy Sadoski
Dave Whaley
Paul Bocko
Councilor Steve Hooper
Suzy Krautman**

Staff:

**Andy Bohannon, Parks, Recreation and
Facilities Director**

Guests:

- 1. Welcome & Call to Order**
- 2. Approval of October 8, 2019 Minutes**
- 3. Finance Report**
- 4. Friends of the Arboretum at Ashuelot River Park report**
- 5. Park Discussion**
 - a. QR Codes**
 - b. Bat Houses**
 - c. Conway School**
- 6. New Business**
- 7. Next meeting December 10, 2019**
- 8. Adjournment**

City of Keene
New Hampshire

ASHUELOT RIVER PARK ADVISORY BOARD
MEETING MINUTES

Tuesday, October 8, 2019

8:00 AM

Room 22 Recreation Center

Members Present:

Suzy Krautman
Arthur Winsor, Chair
Dave Whaley
Councilor Steve Hooper
Judy Sadoski arrived at 8:09am

Staff Present:

Andy Bohannon, Parks, Recreation and
Facilities Director

Members Not Present:

George Foskett
Paul Bocko

1) Welcome & Call to Order

Chair Arthur Winsor called the meeting to order at 8:02am.

2) Approval of the August 13, 2019 Minutes

Councilor Steve Hooper moved to approve minutes from last week.
Suzy Krautman seconded the motion and the minutes from the previous meeting were approved unanimously.

3) Finance Report

Andy Bohannon stated the finance report has been updated and the only thing that remains is the fall clean up. The invoice doesn't come in until early December. Bartlett's completed their pruning. Mr. Bohannon said the QR codes have to be expended. The board is close to budget and by next meeting we will know what the impacts are on the school.

4) Friends of the Arboretum at Ashuelot River Park report

Mr. Bohannon said they recently did a clean up with volunteers. Mr. Bohannon said George Foskett is leading the project and has been making an effort to get volunteers in there to clean things up. Mr. Bohannon thanked Councilor Hooper who have worked on the project as well. George Foskett has been struggling to get the back bed coordinated and a plan set in place.

They have not explored anything further and are waiting to hear back from the Conway School.

5) Park Discussion

a. QR Codes

Mr. Bohannon stated what was determined is that the QR code will have the tree name and info on the tree, the Latin name. We believe we can split the cost with Bartlett Tree. Chair Arthur Winsor stated he believes Keene State College will also contribute. Mr. Bohannon said the tags will be about \$649 total. We are looking to expand from our budget on about \$650 to \$750 dollars, which would include tax and shipping. Mr. Bohannon said this all depends on Keene State College taking part in the plan. Chair Winsor said the QR code requires a phone to make it work but it will also have the name on the card on the tree. Mr. Bohannon asked if the board wants to approve this budget item and make a motion. Mr. Bohannon said \$750 dollars is safe even though it most likely won't cost that much. Dave Whaley moved to make a motion. Councilor Hooper seconded and the motioned passed unanimously.

b. Bat Houses

Councilor Hooper said he has been to the park and noticed the bat house is up and looks fantastic. The sign is on the same post as the bat house so people can see it including children. Councilor Hooper stated he is very pleased and wanted to thank everyone who helped with it. As far as further installations, Mr. Bohannon can report more on that. Mr. Bohannon said there is a plan to get the rest of the bat houses installed this month. We wanted to get the first one up and as we have time in October, we will be installing the other three. The maintenance staff has a plan in place while they still have the seasonal staff. All the areas are trimmed and ready for installation. Chair Winsor asked if it's possible to have activity over winter. Councilor Hooper said it is possible. Educational groups are interested in doing presentations on the bats but it was early this fall to get things going so we are going to wait until spring to get some programs together for the public. The whole point of it is to educate school kids and get more education into the park. Mr. Bohannon said Paul Bocko reached out to the Student Conservation Association, which is headquartered in Bear Brook Park. They were doing an activity to give community service back and this was one of the plans. Their group reached out to me and through correspondence it was determined that nothing can be completed this year but will plan it for next year. Councilor Hooper stated Paul Bocko mentioned that Antioch might be interested in assisting as well. This was brought up last minute and you need to have time to publicize it. We would only have two or three weeks to get it out to the public. In the spring we will advertise and get a big crowd. Suzy Krautman stated we should plan on having a community event next fall as well. Mr. Bohannon said if we do it in the spring, we might be able to work with the library to do a story walk. Chair Winsor asked Councilor Hooper if he had contact with Ingrid. Councilor Hooper said she is up to date on everything at this point and hopefully she can participate. Mr. Bohannon stated we could do something at the end of the month. Councilor Hooper said as long as it doesn't put any strain on other staff I would be happy to do the work.

Mr. Bohannon asked the board if they would like to see something happen at the end of the month or wait until spring. Chair Winsor asked if this event would be like a celebration of opening. Mr. Bohannon said it would be a small gathering with the educational piece. Councilor Hooper asked the board about how much time they think it can be publicized, 2 or 3 weeks. Chair Winsor asked how long it takes to put something in the Shopper. Mr. Bohannon said you won't get more attraction now and more people will be out and engaged in the spring. Ms. Krautman asked when this would be taking place, week or weekend. Mr. Bohannon said during the week. Ms. Krautman asked if we would be inviting the school or a classroom. Mr. Bohannon said if we did that we should go in the spring time to coordinate that. Chair Winsor said in spring all the other bat houses would be up so it might be better to wait. Councilor Hooper said he believes it makes sense to wait. Dave Whaley said he thinks it makes sense to wait.

c. Conway School

Mr. Bohannon said it would be another month before we learn anything. They are ramping up into their first semester. We have to wait and but they said everything looks favorable and hopefully we will have news next meeting.

d. New business

Mr. Bohannon said he doesn't have anything to mention other than membership. Thomas Haynes represents the Conservation Commission. He has been engaged with us and we are happy to have him on the board. We would like the connection to the Conservation Commission. Thomas Haynes of the Conservation Commission stated he is happy to continue until a change happens. Mr. Bohannon said he would notify Patty Little at the Clerk's Office. Judy Sadoski said if there were any other open membership spots. Mr. Bohannon stated we anticipate the new mayor will go through all the rosters for those people who have expired terms. Mr. Bohannon stated he will advocate for this particular group and believes this is a good group of people dedicated to the park. Councilor Hooper stated councilors could lobby in a friendly way to the new mayor to pursue a committee. Councilor Hooper shared that he enjoys this committee but it is up to the new mayor. Mr. Bohannon said he believes everyone enjoys being here and the input I receive has been positive and with good direction. Mr. Bohannon said his biggest piece with this is regarding the Conway school. If we can collaborate these people should be at this table too because everyone here is knowledgeable and can get things done and has been working on this for a while. Mr. Bohannon said the students would appreciate us getting it done as opposed to anyone else. Mr. Haynes asked if this group has alternates. Mr. Bohannon said this group does not at this time but he has been thinking about it and we should. Chair Winsor shared that the big thing is waiting to hear from the Conway School.

6) Next Meeting

Mr. Bohannon said he is hoping to know more info on the agenda items for next meeting. Next meeting is November 12th. We usually take January off but we might want to wait to

take off in February due to the election. Chair Winsor said next meeting I have a conflict and will not make next meeting.

Mr. Whaley said he has questions about what we see when we download the QR codes. Chair Winsor said it's all kinds of information about the tree. Mr. Bohannon said Mr. Whaley inquired if regarding the bat houses will there be an explanation about how the bats use them. Councilor Hooper said it might be cool to do a QR for the bat houses too and asked if we can we add to the QR codes for that. Mr. Bohannon said he could ask when he orders everything. Chair Winsor said we could download an app to create our own QR codes. Mr. Haynes asked how does the info get the people without a phone. Mr. Bohannon said the name would be on the tree. Mr. Haynes stated maybe there could be more information posted or a reference to a website to learn more. Councilor Hooper said he does not believes there is a website but the reference posted would be great. Most people have a smart phone these days. Ms. Sadoski said most young people know how to research.

Chair Winsor adjourned the meeting at 8:35am.

Respectfully submitted by,
Claire Kunzler, Minute Taker

Ashuelot River Park Advisory Board
Budget 2019

updated 9.10.19

	Budget	Difference
Landscape Contract	\$ 5,000.00	\$ 3,750.00
Clean Up - Spring	\$ 1,250.00	
Mulch	\$ 2,500.00	
Clean Up - Fall		
Bartlett Tree - Arbor Scope	\$ 1,500.00	\$ 1,500.00
Bartlett Tree - Pruning	\$ 4,795.00	\$ 4,795.00
Miscellaneous (not contract)	\$ 1,000.00	\$ -
Total	\$ 12,295.00	\$ 10,045.00

Bartlett Tree Inv # 38249121-0	\$ 1,500.00	
AGM Inv #14686	\$ 1,250.00	
AGM Inv #14725	\$ 2,500.00	
Bartlett Tree Inv # 38249123-0	\$ 1,320.00	
Bartlett Tree Inv # 38249124-0	\$ 3,300.00	
Bartlett Tree Inv # 38249122-0	\$ 175.00	
Total		\$ 10,045.00

