

City of Keene
New Hampshire

ASHUELOT RIVER PARK ADVISORY BOARD
MEETING MINUTES

Tuesday, December 13, 2022

8:00 AM

**Room 22,
Recreation Center**

Members Present:

Arthur Winsor, Chair
Ruzzel Zullo, Vice Chair
Stephen Hooper (via Zoom)
Paul Bocko
Dian Mathews
Suzy Krautmann
Thomas Haynes, Alternate

Staff Present:

Andy Bohannon, Director of Parks,
Recreation & Facilities

Members Not Present:

Councilor Bettina Chadbourne

1) Welcome and Call to Order

Chair Winsor called the meeting to order at 8:00 AM.

2) Approval of November 15, 2022 Meeting Minutes

Ms. Krautmann made a motion to approve the meeting minutes of November 15, 2022. Mr. Bocko seconded the motion, which passed by unanimous vote.

3) Finance Report

Mr. Bohannon reported that everything is up to date. He continued that ArborScope is in there, and the Friends payment is in there. The end of the year balance is shown. The ARPAB did not spend everything that they thought they would. Chair Winsor asked if it is correct that the money they did not spend stays in their account. Mr. Bohannon replied yes.

Ms. Mathews asked when the ARPAB starts doing its budget. Mr. Bohannon replied they can start at any time. He continued that in the past, they have started in December. They should have everything in place by March. Ms. Mathews replied that at the last two meetings they talked about shredding leaves and what they were going to do. She continued that last year they put money in the budget for landscaping and then did not use it. Perhaps they should talk about that in January and February and get on a path so they can put it in the budget and do something

about it. Maybe Chuck [Sweeney] should be involved, since he might be doing it. Mr. Bohannon replied that they might hire someone. He continued that they would need to get some quotes to find out what that budget process would look like.

Chair Winsor asked if it is correct that ArborScope is every three years. Mr. Bohannon replied yes.

4) **Report from Friends of Ashuelot River Park Arboretum**

Chair Winsor asked Ms. Mathews for the Friends' report.

Ms. Mathews stated that typically, the Friends' meeting is the afternoon after the ARPAB meeting, but now they have decided to meet a week before, on the first Monday of each month. She continued that as she said last month, the Friends' treasurer quit. The Friends are mainly gardeners, not accountants. They would like to appeal to the ARPAB, to see if any ARPAB members know someone who would be interested in being the new treasurer. They also need someone to maintain the Friends' Facebook page, with photos of what they have been doing, information about future work, volunteer work days, and so on and so forth.

Mr. Bohannon asked who the Friends want to reach on social media. Ms. Mathews replied that it would be similar to putting an ad in the Monadnock Shopper, to announce volunteer work days and invite people to participate. Mr. Bohannon asked how often they would be posting. Ms. Mathews replied probably the first Saturday of every month. Mr. Bohannon replied that one post a month will not work on Facebook. He continued that to utilize social media to its fullest, you need to post almost daily, to stay relevant to an audience. Ms. Mathews replied that this is an example of why they need someone to help with it. Mr. Bohannon stated that he thinks the Parks Department and the Friends can work together on this. He gave examples of how the Parks Department has helped the Conservation Commission via social media, and how Parks staff could work with Ms. Mathews to post Friends' information monthly. Discussion continued. Ms. Mathews stated that maybe Mr. Hooper could take photos for the Friends, and the Friends could post them.

Ms. Mathews continued that the Friends learned that Mr. Sweeney's staff (maintenance workers) felt very left out of the (rain garden) process, and thought that the Friends would be encroaching on their territory. She gave examples, and stated that staff thought they would not be able to access the rain garden area with their trucks. She continued that the Friends met twice with Mr. Sweeney and Brett Ouellette and she and Raynee Carlson met with them in the park and showed them where everything was going to go. She gave staff copies of the rain garden paperwork to clarify everything. They are on board and enthusiastic. Sometime before the spring, the Friends will again meet with staff to work together on this. Discussion ensued about the work for the rain garden.

Ms. Mathews continued that the Friends have a list of plants that would be good in this spot. They showed Mr. Sweeney some barberry bushes, and his staff removed two of them and will remove the third. The Friends have a list of similar-sized shrubs to replace the barberries with. Discussion ensued. Mr. Bohannon stated that he would like to see native plantings go in there.

Ms. Mathews stated that the Friends have a Facebook account but it is not working well. She spoke of the Friends' issues with it. Mr. Bohannon stated that he will work with Ms. Mathews on the Facebook issues.

Ms. Mathews continued that the Cheshire County Conservation District (CCCD) is starting to make plans for the Pollinator Palooza, on Thursday, June 22 [at Ashuelot River Park]. She continued that CCCD proposes having vendors sell plants at the event. She shared more information about the event. She continued that the Friends have an unwritten 5-year plan and want to have several educational events [at Ashuelot River Park] and educate people about pollinators, and have plants there for sale and educational purposes. Discussion ensued. Ms. Mathews stated that she does not know if she wants to let the CCCD come in [to Ashuelot River Park] to do this and make money from it. Discussion continued about the CCCD's event and the money aspect of it. Mr. Bohannon clarified that he (as Parks, Recreation, and Facilities Director) gave the CCCD permission to hold the Pollinator Palooza in the park, and to do what they (the CCCD) are asking to do. He asked Ms. Mathews if she is saying the Friends want part of the proceeds. Ms. Mathews replied no, and clarified that she does not want the CCCD stepping on the Friends' toes, since the CCCD is doing what the Friends planned to do in the future, with bringing in vendors. She does not want the CCCD doing this in the park as an annual fundraiser, because it was something the Friends were going to do. Mr. Bohannon replied that he would say that the Friends are still in the development stage with their plan, whereas the CCCD are implementing. He continued that the CCCD brought this to him in November. Discussion continued. Chair Winsor stated that they will continue discussing this at the next meeting, because for now they have to move on in the agenda.

5) Park Discussion – Master Plan Implementation

A) Ashuelot Green Space

Chair Winsor asked if there was an update on the Ashuelot Green Space. Mr. Bohannon replied no.

B) ArborScope Demonstration

Mr. Bohannon gave the ARPAB an ArborScope demonstration. He stated that it is on the website, live and interactive. He showed how the QR codes identify the trees on the map, and give information about the trees' condition and value. He continued that there are links to click on if you want to learn more about a certain tree. You can configure the map to show all of the trees in the park, or you can use the filter tool to see the locations of just one particular species.

People logged in as an administrator can upload additional photos of the trees, for example, to show what the park looks like in the different seasons. He continued that their ArborScope account allows five users; he has added Chair Winsor and Ms. Carlson, and he can add others if they are interested. He can set different levels of administrators, so that people cannot, for example, log in and delete a tree. Discussion continued.

Chair Winsor stated that the photos mainly were taken by the arborist, whose intent with the photos was to show the trees' problems, which is not what the ARPAB wants to show off. Although, that leads to the topic of seeing which trees are in poor shape and starting to replace them. Mr. Bohannon replied that the ARPAB needs to support that effort. He continued that they have created their master plan, and they have some things, but they have not gotten into focusing on replanting various things. They have talked about native plantings and bushes, but they have put money aside for shrubs and have not touched it in two years. They should add a tree every other year, or something to that effect. On ArborScope, he showed an example of a tree that needs to be replaced. Chair Winsor agreed. Discussion continued about the process of tree removal, and about the benefits of ArborScope as an educational tool.

C) Kiosk Information

Mr. Bohannon stated that the kiosk information is in the back of the agenda packet. Chair Winsor stated that last month, Mr. Bohannon asked the ARPAB what they wanted to have on the kiosk. He continued that Ms. Mathews had suggested a map of the trees, similar to the ArborScope key, which he thinks is a good idea. He asked for other ideas. He asked Mr. Bohannon if it will be possible to change/rotate the contents of the kiosk or if it will be static. Mr. Bocko suggested having a rotating, poster-size space set aside for classrooms to display their work. Ms. Mathews stated that Barry LeClair asked that they include something about the stones, such as the address so people could send a note, information about where to pick up applications, and information about the stones' locations, although the Friends do not want to post the spreadsheet with every stone's location. Discussion continued. Mr. Haynes suggested having an educational piece about invasive species. Others agreed.

Chair Winsor stated that they have some ideas here. Mr. Bohannon replied that they need to have concrete ideas, because Keene Signworx is ready to print. Discussion continued. Mr. Bohannon stated that a kiosk of 36"x72" is a fairly large space. He asked the ARPAB to tell him again what they want to see on it. Chair Winsor replied a map of the trees. Discussion continued about what type of map and whether the content on the kiosk could be changed. Mr. Bohannon replied that it is kind of permanent, although there could be an acrylic piece put in to allow the content to be changed. ARPAB members asked that it say "Rachel Marshall" permanently. Ms. Mathews asked if she should send Mr. Bohannon something about the stones. Mr. Bohannon replied that he has the brochure. Ms. Mathews replied that it has to be updated. Mr. Bohannon replied that it has been updated. He continued that he will throw something together and will show it to the ARPAB for their approval at the next meeting. Discussion

continued, and other ideas for content included a trail map, a space for the Library regarding their story board, and a sign saying who contributes to and is responsible for the park.

D) Pollinator Palooza June 22, 1-3 PM

6) New, Other Business

Mr. Bohannon stated that he has asked for a quote from Keene Monument [for a plaque], for the Franklin School students. One option is a small piece of granite with a plaque, which would be sunk into the ground, and the other is a bronze piece that would stick out of the ground and have the same wording thanking the Franklin class. His concern with the second type is that it might be stolen. It might be more secure in the ground. He is waiting to hear about pricing.

Mr. Bohannon stated that he knows this is not part of the ARPAB's budget, but he is throwing it out there – there is room for a fourth bench under the pergola. He continued that it might be a good place to put a bench for Brian Mattson, saying “Thank you Brian Mattson.” It would be about \$1,500. The ARPAB did not spend all of its money this year. Chair Winsor replied that that would be a nice tribute to Mr. Mattson, who really pushed for this park. He asked about the cost and whether the ARPAB has it. Mr. Bohannon replied that they could also seek donations; he thinks others would be interested in this.

Chair Winsor stated that he called Mark Johnson last night and left a message, regarding the vinyl sign (that needs to be fixed). He continued that he will take care of this. He asked Mr. Bohannon if the sign can be removed so he can bring it to Mr. Johnson. Mr. Bohannon replied that he is not sure; they are well secured. Chair Winsor replied that he will find out if Mr. Johnson can do it in place. He will report back to the ARPAB at the next meeting.

Mr. Zullo stated that Mr. Bohannon emailed him to let him know his three-year term on the ARPAB is ending, and he would like to join for another term if the ARPAB agrees. ARPAB members agreed and thanked him. Mr. Bohannon stated that Chair Winsor, Ms. Krautmann, and Mr. Haynes also received an email like that, and he hopes they all continue as members.

Chair Winsor asked if there was any more new business. There was no response.

7) Adjournment – Next Meeting Tuesday, January 10, 2023 at 8:00 AM

There being no further business, Chair Winsor adjourned the meeting at 9:00 AM.

Respectfully submitted by,
Britta Reid, Minute Taker

Reviewed and edited by,
Andy Bohannon, Parks, Recreation and Facilities Director