

**City of Keene**  
**New Hampshire**

**ASHUELOT RIVER PARK ADVISORY BOARD MEETING AGENDA**

Tuesday, May 7, 2024 at 8:15 AM  
Room 23 Upstairs, Recreation Center

**Members:**

Arthur Winsor, Chair  
Paul Bocko, Vice Chair  
Steve Hooper  
Ruzzel Zullo  
Suzy Krautmann  
Dian Mathews

**Staff:**

Andy Bohannon, City Deputy Manager

**Alternate:**

Thomas Haynes

**Agenda:**

1. Welcome and Call to Order
2. Approval of April 9, 2024 Minutes
3. Finance Report
4. Report from Friends of Ashuelot River Park Arboretum
5. Project Tracking
  - a. Bird Ecology Project
  - b. Potential Public Art Installation – Take Flight
  - c. Budget Development
  - d. Master Plan Implementation Discussion
6. Upcoming Events
  - a. Kids To Parks Day – May 18<sup>th</sup>, 2024
  - b. Pollinator Palooza – June 25, 2024 from 11am-2pm
  - c. Art in the Park – August 31-Septemebr 1, 2024
7. New, Other Business
8. Adjourn – Next Meeting Tuesday, June 11, 2024 at 8:15 AM

1 City of Keene  
2 New Hampshire

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5 ASHUELOT RIVER PARK ADVISORY BOARD  
6 MEETING MINUTES  
7

Tuesday, April 9, 2024

8:00 AM

Room 22,  
Recreation Center

**Members Present:**

Arthur Winsor, Chair  
Paul Bocko, Vice Chair  
Ruzzel Zullo  
Dian Mathews  
Susan Krautmann

**Staff Present:**

Andy Bohannon, Director of Parks,  
Recreation & Facilities  
Frank Anderson, Manager of Parks and  
Cemeteries

**Members Not Present:**

Stephen Hooper  
Thomas Haynes, Alternate

8 **1) Welcome and Call to Order**  
9

10 Chair Winsor called the meeting to order at 8:20 AM and roll call ensued.  
11

12 **2) Approval of March 12, 2024 Minutes**  
13

14 Susan Krautmann was present at the March meeting although the minutes stated otherwise. With  
15 the aforementioned amendment, Ms. Krautmann motioned to approve the March 12, 2024  
16 meeting minutes which was duly seconded by Vice Chair Paul Bocko. The motion passed  
17 unanimously.  
18

19 **3) Finance Report**  
20

21 Mr. Bohannon stated that there were no changes to the finance report.  
22

23 **4) Report from Friends of Ashuelot River Park Arboretum**  
24

25 Leslie Casey from the Friends was present at the meeting.  
26

27 Ms. Mathews reported they had a very interesting meeting at the Keene Library that included  
28 Lee Cam, a member of the Master Gardener Class. They were contacted by another master  
29 gardener who asked about mentoring new gardeners in the class. They now have six master  
30 gardeners in the Friends of Ashuelot River Park.

31  
32 Ms. Mathews stated that they had lined up their projects and would start at 9:00 AM that  
33 Saturday, April 13. They would be looking at the rain garden and had volunteers to assist. Barry  
34 LeClair would also be there to give directions on how to lay stones. They would move plants  
35 from the beds into the Rain Garden. The Friends would also start on the invasive plants project  
36 on both sides of the bridge by laying down cardboard, putting down landscape, and covering the  
37 area with woodchips. There would be Antioch University student volunteers to assist as well.  
38 The Friends decided that the Pollinator Garden project would take place in the Summer of 2025.

39  
40 Ms. Mathews stated the Pollinator Palooza would be June 25, 2024 at the park. She estimated 20  
41 vendors and it was expected it to be a great event. The pruning demonstration would take place  
42 at the park on Monday, April 15, at 5:00 PM.

43  
44 Ms. Mathews also mentioned that jumping worms would become a problem in June when the  
45 worms' cocoons begin to hatch, as they take all of the nutrients out of the soil.

#### 46 47 **5) Budget Development**

48  
49 Mr. Bohannon stated that the proposal from Bartlett Tree (\$10,395.00) was a bit high for their  
50 budget. The ARPAB agreed that they needed the root collar surgery at a cost of \$1,450.00. The  
51 micro nutrient treatment would cost \$220.00 and the annual soil treatment would cost \$665.00.  
52 The pruning would be the largest expense at around \$6,900.00. They expected a lot of the cost to  
53 come from pruning the area near Starbucks. Bartlett Tree would have to come early in the  
54 morning to prune the trees before the business opened to customers at 6:00 AM. The  
55 groundcovers for the West Street beds would cost \$1,000.00 and the Bird Ecology Project would  
56 cost approximately \$1,000.00. The removal of invasive plants would come to approximately  
57 \$1,500.00 and planting a new tree would be \$1,000.00. The ARPAB's anticipated budget would  
58 be \$19,000.00.

59  
60 Mr. Bohannon stated that he would contact Frank from Bartlett Tree to negotiate the prices in the  
61 proposal. He would have to give the proposal to the Trustees by the following day, April 10, so  
62 they could put it on their April agenda.

63  
64 Mr. Bohannon stated he would contact a landscaper they had worked with in the past to assist  
65 with raking the leaves out, shredding them, and laying compost.

#### 66 67 **6) Project Tracking**

##### 68 69 **a. Bird Ecology Project**

70

71 Chair Winsor and Vice Chair Bocko met with Jen Hlivko to discuss the Bird Ecology  
72 Project and there had been no major changes from the presentation that she gave at  
73 the previous meeting. They would have another meeting with her in two weeks where  
74 she would present drafts of signage, audio clips for Bird Ecology interpretation,  
75 specific recommendations for bird boxes, as well as a draft of the Story Map. They  
76 would meet with her in another two weeks after the following meeting. Chair Winsor  
77 stated that Ms. Hlivko would like to attend another meeting and asked the board if  
78 they could move the next meeting to May 7, 2024 to better accommodate her. Ms.  
79 Mathews moved to change the meeting date which was promptly seconded by Ms.  
80 Krautmann. The motion passed unanimously.

81  
82 Ms. Mathews asked if Ms. Hlivko could email the ARPAB with her latest drafts.  
83

84 **a. Potential Public Art Installation – Take Flight**

85  
86 Mr. Bohannon met with the artist of the “Take Flight” statue and she agreed upon the  
87 location that was discussed in the previous meeting.  
88

89 **b. Budget Development**

90  
91 There was no further discussion.  
92

93 **c. Master Plan Implementation Discussion**

94  
95 No discussion.  
96

97 **7) Upcoming Events**

98  
99 Chair Winsor reported that the pruning demonstration would be held on April 15, 2024 from  
100 5:00 PM to 7:00 PM. Kids to Parks Day would be held on May 25, where kids would take part in  
101 art activities at Ashuelot River Park. Ms. Mathews stated she would be happy to help with the  
102 event if they needed any assistance.

103  
104 Ms. Krautmann suggested changing some of the signs in the park to help with the flow of the  
105 book walk. She suggested having one of the signs inform people to go over the bridge for the  
106 next story. Mr. Bohannon stated he would connect with Amy to go over the book walk.

107  
108 The Pollinator Palooza would be held on June 25, 2024 and Art in the Park would take place  
109 August 31 to September 1.

110  
111 **8) New, Other Business**

112

ARPAB Meeting Minutes  
April 9, 2024

113 Chair Winsor stated he would connect with Peter Poanessa, of Keene Signworx, about the kiosk.  
114 They would need to pick a couple of photographs that would go with the history of the park.

115

116 Chair Winsor stated that some of the inventory tags on the trees were damaged and growing into  
117 the trees. He would like to remove the tags to replace them with new ones. He believed there  
118 were new tags made from a different material that were tougher and may last longer.

119

120 **9) Adjourn – Next Meeting Tuesday, May 7, 2024 at 8:15 AM**

121

122 There being no further business, Chair Winsor adjourned the meeting at 9:14 AM.

123

124 Respectfully submitted by,  
125 Melissa Danneker, Minute Taker

126

127 Reviewed and edited by,  
128 Andy Bohannon, Deputy City Manager

**Ashuelot River Park Advisory Board  
2024 Proposed**

	<b>Budget</b>	<b>Actual To Date</b>	<b>Difference</b>
Landscaping	\$ 5,000.00	\$ -	\$ 5,000.00
Replanting Program	\$ 1,500.00	\$ -	\$ 1,500.00
Antioch Bird Ecology	\$ 1,069.00	\$ -	\$ 1,069.00
Bartlett Tree - Pruning	\$ 9,985.00	\$ -	\$ 9,985.00
Invasive treatment	<u>\$ 1,500.00</u>	<u>\$ -</u>	<u>\$ 1,500.00</u>
<b>Total*</b>	<u>\$ 19,054.00</u>	<u>\$ -</u>	<u>\$ 19,054.00</u>

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