

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

**ASHUELOT RIVER PARK ADVISORY BOARD AGENDA**

Tuesday, July 12, 2022 at 8:00 AM  
Room 22 Upstairs, Recreation Center

- This meeting will be conducted in person and by using the online meeting platform, Zoom. The public may view the meeting online at [www.zoom.com](http://www.zoom.com) and click on “Join A Meeting” enter Meeting ID 816 1971 6338
- To listen to the meeting, please dial (646) 876-9923 and when prompted enter Meeting ID 816 1971 6338
- If you encounter issues accessing this meeting, please call (603) 757-1835 during the meeting

Members:

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

Staff:

Andy Bohannon, PRF Director

Alternate:

Thomas Haynes

Agenda:

1. Welcome and Call to Order
2. Acceptance of June 14, 2022 Minutes
3. Finance Report
4. Report from Friends of Ashuelot River Park Arboretum
5. Park Discussion – Master Plan Implementation
  - a. Educational Signage Installed
  - b. Book Walks
  - c. Public Art
6. New, Other Business
7. Adjourn – Next Meeting Tuesday, August 9, 2022 at 8:00 AM

1 City of Keene  
2 New Hampshire

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5 ASHUELOT RIVER PARK ADVISORY BOARD  
6 MEETING MINUTES  
7

Tuesday, June 14, 2022

8:00 AM

Room 22,  
Recreation Center

**Members Present:**

Arthur Winsor, Chair  
Ruzzel Zullo, Vice Chair  
Councilor Bettina Chadbourne  
Stephen Hooper  
Paul Bocko  
Dian Mathews  
Suzy Krautmann  
Thomas Haynes, Alternate

**Staff Present:**

Andy Bohannon, Director of Parks,  
Recreation & Facilities

**Members Not Present:**

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

11  
12 Chair Winsor called the meeting to order at 8:00 AM.

13  
14 **2) Acceptance of May 10, 2022 Minutes**

15  
16 Ms. Casey stated on page 4, line 122, the word ‘peaked’ should be ‘piqued.’ Councilor  
17 Chadbourne stated line 130 should read “Asian jumping worms,” as opposed to “jumping  
18 worms.”

19  
20 Mr. Bocko made a motion to accept the minutes of May 10, 2022 with the aforementioned  
21 corrections. Mr. Zullo seconded the motion, which passed unanimously.

22  
23 **3) Finance Report**

24  
25 Mr. Bohannon announced no changes with the finance report.

26  
27 **4) Report from Friends of Ashuelot River Park Arboretum**

28  
29 Invasive Tarp-Laying Project: Ms. Mathews reported that the knotweed is quite tall so they have  
30 decided to wait and do the remainder in the fall when everything starts to die. She explained that

31 the dying plant structures will be removed and then cardboard and the remaining tarp will be laid  
32 down. She mentioned that they will need more wood chips to place over the cardboard and tarps,  
33 and that set up will stay in place for 4 to 5 years. Ms. Mathews informed Mr. Bohannon that she  
34 has been putting the knotweed plants in garbage bags and placing them by the side of the shed in  
35 the park. Mr. Bohannon stated he will remind his crew to pick the bags up.

36

37 Rain Garden (CCCD Grant): Ms. Mathews stated Raynee performed a perk test last week and the  
38 results were within the criteria limits, meaning they are able to proceed with the project. She  
39 reported that the parks crew moved the granite posts to help prevent plow trucks from dumping  
40 snow over the chain and into the area during the winter months.

41

42 Ms. Mathews reported that the area is within two trees and digging was difficult, per Raynee, so  
43 they need to consider which root cutting method might be best for the two trees involved. She  
44 mentioned using a reciprocating saw but wants to be careful not to damage the trees. Chair  
45 Winsor suggested using compressed air, which is high pressure and will blow the soil away  
46 while the roots stay in place. There was short discussion and Chair Winsor stated he will look  
47 into obtaining an air compressor.

48

49 Buckthorn Baggies: Ms. Mathews stated at some point they intend to begin the bagging of  
50 buckthorn and will update everyone when that happens.

51

52 Pollinator Palooza Event: Ms. Mathews announced that the Pollinator Palooza event will take  
53 place on Tuesday, June 21<sup>st</sup> from 1:00 to 3:00pm. The Friends will have a table and signage  
54 about native plantings for pollinators but do not currently have any activities planned.

55

56 Amendment of Beds – Ms. Mathews reported that Mr. Morarty of UNH Soil Science and Mike  
57 Kelley of UNH Cooperative Extension have asked to visit the park for a soil assessment. They  
58 are in the planning stages of that, which will include Mr. Morarty and Mr. Kelley providing ideas  
59 on how to go about amending the soil in the beds.

60

61 Ms. Mathews asked for suggestions on how they could go about obtaining good quality soil or  
62 mulch. She explained that what they have now is very difficult to work with and volunteers are  
63 very unhappy with it. She made note that a significant element in every plot is soil, so it makes a  
64 big difference to have it be of quality. Mr. Bocko asked if the soil they are currently working  
65 with is the soil that was mixed with leaves from city leaf clean-up, and Ms. Mathews confirmed  
66 that that is what they are using. Mr. Bocko stated that process seems to be what they need to be  
67 looking further into and trying to correct. Mr. Bohannon stated the process of mixing wasn't  
68 done well and perhaps the parks crew didn't fully understand, which needs to be corrected;  
69 however, there needs to be some understanding that the parks crew is incredibly busy during this  
70 time of year with cemeteries and opening and maintaining the pools. Ms. Mathews stated the  
71 process should be done in April as soon as the ground is not frozen and Mr. Bohannon agreed.

72

73 Ms. Mathews next brought up the topic of what happens when they need to hire a machine or  
74 people to do work for them. She wondered how much of their project activity is overseen by the  
75 advisory board. Additionally, she asked about where they would go for permits.  
76

77 Chair Winsor suggested they mulch in the fall when the parks crew is not as busy, which would  
78 allow extra time for the leaves to compost over the summer. Ms. Mathews asked if the parks  
79 crew does leaf pick-ups in the fall and Mr. Bohannon stated they do in the late fall. Chair Winsor  
80 also suggested going back to bark mulch to get through with this bad soil situation. Ms. Mathews  
81 stated the park is in desperate need of soil amendment and proposed that they wait on a final  
82 decision with regards to this topic until Mr. Morarty goes through and does the soil assessment.  
83

84 Mr. Hooper suggested a soil screener where you take the compost and put it through a screening  
85 machine. Chair Winsor agreed stating that will make the soil more processed. Mr. Bohannon  
86 stated his crew doesn't have the time to do that themselves. Councilor Chadbourne suggested  
87 they consider another source aside from the City and think about investing some money into the  
88 process. Mr. Bohannon stated the budget they have is what the City can do outside of mowing  
89 and trimming and mentioned potentially hiring someone to do the work. He added that the  
90 company they had the last few years did a good job but did put the mulch down later than they  
91 had wanted. He mentioned that if they can find a local landscaper who will mulch leaves they  
92 will likely have to pay a good amount for it.  
93

94 Mr. Hooper asked for clarification on the difference between soil, mulch, and compost. Chair  
95 Winsor stated mulch becomes compost and Ms. Mathews stated mulch is placed on top and helps  
96 control temperature and weeds, as well as keep insects at bay. She explained that the idea with  
97 the leaf compost was for it to rot so the leaf mulch would compost and turn into better soil. Ms.  
98 Mathews wondered if they could have soil trucked over from the City landfill and Mr. Bohannon  
99 stated that is doable. Mr. Hooper mentioned that the soil from the City landfill needs to be  
100 screened because there are a lot of sticks and rocks in it. Chair Winsor added that taking raw  
101 leaves and hoping they break down quick enough is a tough process and suggested Peterborough  
102 Compost as an option for breaking down the leaves. Mr. Bohannon suggested the board think  
103 about how they want to spread the soil. He noted that manpower and womanpower is limited and  
104 it is a big job, so they would need volunteers and a heavy work group. Ms. Casey commented  
105 that they are supposed to have denser plantings and it takes a lot of skill to spread the soil  
106 properly.  
107

108 Mr. Bohannon stated he will have his crew remove the bad soil before June 21<sup>st</sup>.  
109

110 Chair Winsor stated the Friends wouldn't need permits to use compressed air so they should be  
111 all set on that front.  
112

113 **5) Pollinator Event – June 21, 1:00 – 3:00pm**  
114

115 Mr. Bohannon stated this should be a good event in the park and noted that he will bring tables,  
116 chairs, a speaker and some of the new educational signs that Mr. Poanessa recently finished.  
117

118 Ms. Krautmann asked if the Cheshire Children's Museum had been contacted and Mr. Bohannon  
119 stated he was unsure because the event is CCCD's. Ms. Mathews stated she will send Ms.  
120 Krautmann some contact information to try and get the Children's Museum notified and  
121 involved.  
122

123 **6) Park Discussion – Master Plan Implementation**

124 **A) Educational Signage** – Mr. Bohannon stated the educational signs are completed  
125 and Mr. Poanessa is now working on the Kiosk.  
126

127 **B) Book Walks** – Mr. Bohannon reported that he needs to get the posts made but  
128 they did walk through and decide where to install them; however, the project is delayed  
129 because there are so many events and projects currently taking place. He added that the  
130 book walk will be completed before the summer is over.  
131

132 **C) Public Art** – Ms. Krautmann stated things will not be ready by the end of the  
133 school year because of kiln use; however, they are aiming for everything to be installed  
134 by September to hopefully coincide with Art in the Park.  
135

136 **7) New, Other Business**

137  
138 Chair Winsor asked Ms. Mathews if she'd like him to fertilize the plants again using fish  
139 fertilizer. Ms. Mathews stated that would be fabulous.  
140

141 **8) Adjourn**

142  
143 Chair Winsor announced that the next meeting will take place on Tuesday, July 12, 2022 at 8:00  
144 AM.  
145

146 There being no further business, Chair Winsor adjourned the meeting at 8:49 AM.  
147

148 Respectfully submitted by,  
149 Nicole Cullinane, Minute Taker  
150

151 Reviewed and edited by,  
152 Andy Bohannon, Director of Parks, Recreation & Facilities  
153

**Ashuelot River Park Advisory Board  
2022**

Updated 6/7/22

	<b>Budget</b>	<b>Actual To Date</b>	<b>Difference</b>
Landscaping	\$ 1,000.00	\$ -	\$ 1,000.00
Replanting Program			
shrubs	\$ 1,000.00	\$ -	\$ 1,000.00
bulbs	\$ 500.00	\$ -	\$ 500.00
invasives	\$ 2,000.00	\$ -	\$ 2,000.00
Bartlett Tree - Pruning	\$ 5,000.00	\$ -	\$ 5,000.00
Miscellaneous (not contract)	<u>\$ 1,000.00</u>	<u>\$ -</u>	<u>\$ 1,000.00</u>
<b>Total*</b>	<b>\$ 10,500.00</b>	<b>\$ -</b>	<b><u>\$ 10,500.00</u></b>

Bartlett Tree Contract	\$ 4,995.00	\$ -
Friends - Praire Moon Nursery	\$ 59.00	\$ -
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