

MINUTES
Shepherdstown Parks & Recreation Committee
September 26, 2017
6:30PM at Town Hall

Call to Order: 6:32 PM

Members Present: Chair, Cheryl Roberts, Marellen Aherne, Lori Robertson, and Colin Voigt
Staff: Frank Welch.

Approval of Agenda: Approved with no objections

Approval of Minutes: August 29, 2017 minutes approved with no objections

Welcome Visitors – None in attendance

Unfinished Business:

Bane-Harris Park

Fence repaired by Long Fence – Closed.

Timber (“surround board”) repaired – Closed.

Removal or Pruning of Large Bushes - Date TBD – F. Welch

Red Buds or Dogwoods to be planted if bushes removed - Date TBD – F. Welch

Discussion of removal of existing barriers and explore replacement with inward swinging gates. Meet at Park prior to October 24th meeting. - C. Roberts

Old wooden bench – recommend to remove. Replace is another is available – Date TBD – F. Welch

Cullison Park

Rebar and Timber removed. New plastic border installed and one pin missing. –Action to replace pin. TBD – F. Welch

“Rotaracts” to work with town staff to mulch – F. Welch

Downed tree to be removed from nature trail. Date TBD- F. Welch

Rotted bench on short trail needs to be removed. F. Welch

Library Park - Measurement complete; does not qualify. Remove from headings/topics.

Rumsey Park

Wall and Concrete Caps Repair – No bids received to date. Will continue to explore.
Date TBD – F. Welch

Monument Repair – No bids received to date. Will continue to explore. Insurance and payment types to be explored. Date TBD – F. Welch

Pruning - Rear Portion of Park. One quote received waiting for two additional. We will work with James Dillon – Tree Commission --with his design for a monarch butterfly garden. Public Works will continue to seek maintenance contract to clean up the brush and also to pursue an annual maintenance contract. Date TBD - F. Welch

Viola Devonshire Park

Tree Planting West Fence. Item referred to Tree Commission to make recommendation. Date TBD – L. Robertson

Riverfront Park

Sign has been erected and Picnic tables moved – Closed.
Recycling bin has been placed at the boat ramp.

New Equipment - All Parks

Catalog examples of proposed equipment (cargo net/climbing and interactive panels) will be provided. Installation at Bane-Harris and Cullison Parks – F. Welch will bring catalogs to next meeting for discussion and a decision to purchase. – F. Welch & C. Voigt

Miscellaneous

Town Beautification Group: Date TBD - L. Robertson

Park Maintenance options explored. Types of work needed include weeding, mulching, tilling, etc. Public Works will use a Bobcat to scoop out old mulch. A position for a seasonal worker will be explored in preparation for advertisement for Spring 2018. – Date TBD – F. Welch & C. Roberts

Discussion of roofed area built in each. Work – L. Robertson

New Business

FIO: Budget Report: Request for budget line items need to be populated.
Will discuss with D. Nickerson for report at next meeting. – F. Welch & C. Roberts

Adjournment: 7:41PM

Next Meeting: October 24, 2017, 6:30PM at Bane-Harris Park. Town Hall, if inclement weather

Respectfully Submitted by Marellen Aherne; Reviewed and Approved by Cheryl Roberts