

# MINUTES

Shepherdstown Parks & Recreation Committee

April 24, 2018

7:00 p.m. – Town Hall

## Call to Order:

The meeting was called to order at 7:00 PM

Members Present: Chair, Cheryl Roberts, Lori Robertson, Effie Kallas, Lillian Potter-Saum, Jenny Haynes. Staff: Frank Welch.

## Approval of Agenda:

MOTION by L. Potter-Saum to approve the agenda. Motion carried without objections.

## Approval of Minutes:

MOTION by L. Potter-Saum to approve minutes from October 24, 2017. Motion approved without objections.

Welcome Visitors - James Dillon and Nicholas "Nick" Tully.

## UNFINISHED BUSINESS:

### A. Bane-Harris Park

- i. Jennifer Thompson will prune large bushes by June.
- II. Red Buds/Dogwoods planting – may revisit issue after the large bushes are trimmed to see if new trees are warranted. - CLOSED

### B. Cullison Park

- i. Pin for Plastic Boarder – Complete
- ii. Rotaracts project (T. Anderson) – No response - CLOSED

### C. Rumsey Park

i. Monument, Walls and Concrete Caps Repair – A statement of work will be developed for hardscape. This project has been on the books for over a year. Meanwhile, the town will submit a grant for accessibility walkways and depending upon the contractor, we may be able to work with them to perform the work on the monument.

ii. Pruning - Rear Portion of Park – Sustainable Solution performed the work - CLOSED

D. Viola Devonshire Park

i. Tree Planting West Fence. Tree Commission completed - CLOSE

E. Riverfront Park

i. F. Welch reports that the new sign installed last month has been burned by vandals. He will send for an estimate for a new sign, same type and size as before. The posts for the sign are still in place and undamaged. F. Welch will install the new sign using the old posts.

MOTION by L. Potter-Saum to approve an expenditure to Sensel Signs up to \$1,250.00. Motion carried without objection.

F. New Equipment

i. C. Roberts reported that she will research and propose equipment replacements and additions at the next meeting.

G. Park Maintenance

i. A position for a six-month seasonal worker will be advertised. – Date TBD, Work by F. Welch, C. Roberts, and Amy.

ii. F. Welch reports that weeds coming up through the mulch is a problem in general. He will research and consult Sustainable Solutions to solve this problem.

H. FIO:

i. Budget highlights were announced; copies forwarded to members. D. Nickerson is available to answer questions, M-F; 9-11 or 1-3.

**NEW BUSINESS:**

A. Monarch Waystation Gardens:

Presentation by guest James Dillon – Monarch Waystation Gardens.

The Monarch Alliance offers partnerships with public bodies to help develop Monarch Butterfly Waystations. L. Robertson reports that the Princess Street Garden, Morgan Academy, Shepherdstown Day Care, and Morgan Grove Park may all apply for and install a Monarch Waystation Garden. She volunteers to write a grant for installation of a Waystation Garden at Rumsey Park and Viola Devonshire Park. Applications are due in June for fall plantings. In the meantime, J. Dillon recommends that a Waystation Coordinator be procured along with 8-10 volunteers to locate appropriate sites within those parks, prepare the ground for planting, and maintain the Waystation. He also

volunteers to train the Coordinator and help in an advisory capacity. More information can be found on the Monarch Alliance website.

## B Resignations

A motion to accept C. Voigt's resignation in October 2017. No objections. Motion Passed

A motion to accept M. Aherne's resignation in April 2018. No objections. Motion Passed.

## C. Member Vacancies

As a result of 3 original vacancies since October, Town Council approved two new members-- Effie Kallas, Jenny Haynes, and Lillian Potter-Saum (all of who are present today).

Earlier this month another vacancy (vice Marellen Aherne). Visitor Nick Tully is an applicant; recommended for approval by Town Council on May 8.

Adjournment: 8:10pm.

Next Meeting: May 22, 2018 – 7:00 p.m. at Town Hal

Respectfully Submitted by Effie Kallas; Approved by Cheryl Roberts