

MINUTES Shepherdstown Parks & Recreation Committee  
November 27, 2018 6:30 p.m. – Town Hall

1. Call to Order: Meeting Called to Order at 6:30 PM.

Members Present: Chair, Cheryl Roberts, Effie Kallas, Jenny Haynes, Lori Robertson, Lilly Potter-Saum.

Staff: Mayor Jim Auxer, Frank Welch

2. Approval of Agenda:

MOTION by Lori to approve the agenda. Motion carried without objections.

3. Approval of Minutes:

MOTION by Jenny to approve the minutes from October. Motion approved without objections.

4. Welcome Visitors: Mark Everhart.

5. Unfinished Business:

A. Bane-Harris Park

- i. Mulch installation - job complete. Item is now closed.
- ii. Local Repairs - Frank Welch reports that an invoice in the amount of approximately \$1,700 for parts has been received. Once paid, repairs will be completed. Item is pending.
- iii. Equipment - Item will be taken up in February.

B. Cullison Park

- i. Mulch installation - job complete. Item is now closed.
- ii. Local Repairs - Item is pending.
- iii. Equipment - Item will be taken up in February.

C. Rumsey Park

- i. Wall Repair - Handrail for steps to monument has been ordered through Gull Corporation.
- ii. Historic Landmarks Meeting Presentation. Lori and Frank report that because the installation of the hand railing at the monument is a replacement, the item does not need prior approval from the town's Historic Landmarks Commission.

D. Viola Devonshire

- i. Clean-up II Scheduled. Item to be taken up in March.

E. Riverfront Park

- i. New Sign - Pick-up & Install. Frank reports that he will pick-up the sign.

F. Monarch Waystation Garden

- i. Lori reports that two rounds of vegetation spraying have taken place thus far. More spraying will continue in order to show a clear area on the grant application.

6. New Business.

A. Shepherd Village has asked for a walkway through Viola Devonshire park to access downtown Shepherdstown. Item is pending.

MOTION to adjourn meeting made by Jenny. Passed unanimously.  
Adjournment: 6:50 pm.

Next Meeting: February 26, 2019 – 6:30 p.m. at Town Hall. Notice that Board will not conduct a monthly meeting in December or January.

Respectfully Submitted by Secretary Effie Kallas

Approved: Cheryl Roberts