

# **North Yarmouth Parks and Recreation Committee**

June 1, 2022 at 6:30 PM at Wescustogo Community Center

## **Minutes**

- I. Call to Order 6:33pm. Present: Scott Kerr, Steve Palmer, Laurie Gilman, Bob Abbott, Kim Merrill, Elise Kern. Also Select Board liaison Jim Moulton.
- II. Announcements
  - a. Elise's last meeting as her term is ending, and thanks for her great work
- III. Approval of Minutes
  - a. Past meeting minutes accepted unanimously.
- IV. Public Comment - none
- V. New Business
  - a. Bob provided an update about the Story Walk that will take place at SRT. Bob and Ginny Van Dyke walked the SRT trail together recently to define where the story boards will be place on the trail. Steve advised that Living Well Committee has taken on the Story Walk project, Diane Morrison has prepared a presentation that she will present to the SB regarding the walk.
  - b. Bob also has the original information that Sam R created and posted on the trails for the historical information about the trail.
- VI. Old Business
  - a. Select Board and P&R Mission, the Recreation component, etc.
    - i. Scott made suggestions that we might want to add to the application for new committee applications
    - ii. Jim Moulton advised that he spoke with the SB about our ideas regarding the selecting process of the new applicants. That we the committee want to be able to select the appropriate people that will have the qualifications that will best service our committee.
    - iii. Steve made suggestions regarding the application for the Committee, let the applications and resumes speak for what that applicant has for qualifications. Bob suggested that we perhaps removed the "Recreation" from P & R, however this cannot be done due to the Charter. Scott would like to put together a mission statement to put on our website so that the community would have a better understanding of what PR is all about. We currently have 3 applications. Bob asked if we will be ready to discuss the applications and be able to discuss the applicants at next meeting. Scott agreed that we will discuss the 3 applicants next meeting.
  - b. Notices for kiosks, website and Facebook page about reporting damage and dangers
    - i. Laurie will put together information regarding the bobolinks at CB & OTH to our Facebook
  - c. New committee member application process and recommendations for selection by Select Board. Select Board Charge to NYPR. Committee Purpose and Tasks, Job description.
  - d. Skills and interests sought. What skills and interests does the committee need now?
  - e. Virtual/Remote meeting policy.
    - i. Public hearing opened at 7:19pm. No public present. Public hearing closed. Motion made to adopt remote hearing policy, seconded, and passed unanimously.
  - f. Financial: Budget and Monthly Accounting. Operating and Reserve budgets

- i. Steve shared a handout noting existing budget status.
- ii. Scott advised the committee about the cost of the land survey Wayne Wood compiled of EHTF, \$1250.00 cost.

## VII. All Parks

- a. Picnic Tables, ordered, receipt date estimate and interface with Clark
  - i. Excellent work by public works, placed and leveled in parks (Baston and Chandler Brook), and secured to the ground. 2 additional benches have been delivered and need to be installed, must inform him as to location. Steve and Bob will direct Clark to correct location in Chandler Brook.
- b. Sign refurbishing, replacement and additions
  - i. Motion to accept bid for \$120 from Jonathan Dawson for cedar wood pieces to fix existing kiosk facing at Chandler Brook, passed unanimously.
- c. Vote on Kiosks at EHTF and at BP
  - i. Motion to purchase two kiosks for \$1,100 each and to be installed by the town, motion passed unanimously.
- d. Vote on sign at road for EHTF
  - i. "Start here" sign to be visible from the street, to be installed by the town. Motion made to expend funds for this purchase and passed unanimously.
  - ii. Follow up: Scott to inform Town Manager that this purchase is approved, for her to complete before end of the fiscal year.
- e. Recurring items and updates - none
- f. History of the Parks and Forests CB, EHTF, WP
  - i. Scott still working on compiling this, has reviewed many deeds and historical documents.
- g. Communications: Facebook Page, Review, All Trails etc.
  - i. Laurie to take over management of Facebook page for now. Elise to provide admin access to her.
- h. Invasives: Work plan with Paul Larrivee, Clark Baston and Eric Grove
  - i. Plan for balance of 2021-2022, currently in progress.
- i. Trail Work – no update
- j. Trail Maps on Website
  - i. List of updates sent to Town Manager, will be updated as time permits
- k. Dog waste, bags and receptacles – given current behavior improvements, not adding additional dog waste receptacles.

## VIII. Individual Parks

- a. Baston Park (BP)
  - i. Yarmouth Dam Removal. Water Depth
    - 1. No updates. Unclear what removal of the dam will do to the depth of the river. Waiting on the report to be delivered. Committee discussed level of involvement North Yarmouth should have in this process, advocating for our town's interests which may or may not align with Yarmouth's interests. Committee discussed whether Select Board has been involved in this conversation and process. Jim Moulton will follow up to find out how to best advocate for our interests in this process and fully understand how this removal may impact North Yarmouth's river.
  - ii. DEP launch application process

1. Steve advises to pause on this process until dam removal consequences are more clear, as changing levels of the river would affect this.
- b. Chandler Brook (CB)
  - i. South Field. Ag Allies update
    1. Maeve coming to check status of the field on Saturday morning, they have signs we can place and we will ask dog owners to lease their dogs in this vicinity. Possibility of spreading lime in the fall if insurance documents are in order. Certificate of liability required in order to perform the work, in process with the Town Manager.
  - ii. North Field. Field and habitat maintenance. Inspection with Joe Anderson. Newsletter article. Management Plan
    1. Draft plan completed and shared with Committee via email. Recommend that any trees that need to be removed be removed this fall (waiting to avoid displacing existing bird nests). This upcoming Tuesday some Committee members will walk the park to confirm details in the plan.
  - iii. Trail Closure and sign – no update
  - iv. Natural History info for Kiosk
    1. Scott working on history, to be added once kiosk update is complete
  - v. Management Plan, Recreation Management Plan – see section ii.
  - vi. BPL/RRCT MOU
  - vii. Use level and Parking
    1. Committee to review existing driveway placement, in order to consider where overflow parking should be directed. Appears that existing mowing is beyond current easement boundaries.
- c. Eleanor Hayes Town Forest (EHTF)
  - i. Invasives Grant – no update
  - ii. Trail Management – no update
  - iii. Land Survey
    1. Sent via email to Committee, outlining land boundaries.
- d. Old Town House Park (OTHP)
  - i. Management of site of OTH
    1. Site location cleaned up by Public Works crew (removal of debris, etc). Existing site is very rocky, and grass not expected to grow well. Laurie proposed involving The Wild Seed Project to use this space for native planting.
  - ii. Invasives Proposal and contract
    1. Scott in possession of updated proposal, will send via email to Committee.
- e. Wescustogo
  - i. PWD sludge spreading, sign, postings
    1. Jim noted that no further action has yet been taken by the town on signage, waiting for guidance from DEP. Committee concluded that responsibility has been passed from the Committee to the town to communicate this information to the public.
- f. Sam Ristich Trail
  - i. Natural History and Trail education – Scott working on updates
- g. Knight's Pond

- i. Bob worked with Cumberland residents to put in boardwalk on the south side of the pond to increase accessibility. Bob to share photo. Bob to find out where funds came from to cover this cost, if cost born by town of Cumberland (and not individual volunteers) then North Yarmouth to offer funds to contribute.
  - h. Royal River: Trees in and across river – No Update
  - i. Communications Channels Status Report – no update
  - j. Town Newsletter Next Issue – July
- IX. Round Robbin
- X. Next Meeting: Wednesday, July 6, 2022
- XI. Future Agenda Items - Next Meeting and Subsequent meetings
  - a. Recreation Management Plan – to be address next meeting
  - b. Follow-up: All to review checklist for from Steve re Royal River actions to take.
- XII. Adjournment – 8:29pm