

**MEETING MINUTES ST. ALBANS CITY PARKS COMMISSION MEETING
RECREATION DEPARTMENT, 39 BARLOW STREET, 2ND FLOOR
6:00 PM TUESDAY, January 15th, 2019**

Board Members Present:

Chair: Tom Koldys, Members: Stina Booth, Angie Sturm, Joanie McGinn, Alec Kaeding, Jamie Pinkham and Bill Doig

Board Members Absent: None

Public Present: None

Staff Present: Andrew Gratton, Recreation Program Manager;

AGENDA

1. **Call to order** – Chair tom called the meeting to order at 5:59 pm.
2. **Thank you to Barbara Weinstein** – Tom wanted to thank Barbara in a formal fashion. She contributed a lot to the commission in many different ways. We hope she continues to come as a member of the public.
3. **Introducing new commission members, Jaime Pinkham and Bill Doig** – Members went around the table and introduced themselves.
4. **Get new members up to speed** – Tom spoke to the current parks that the Parks Commission oversees and what we are charged with.
 - a. **Process overview/ charge of the commission**
 - b. **Significant projects: past, present and future-** Tom spoke to the Taylor Park improvements that the Parks Commission helped design. The new parts to the Houghton Park Playground. Tree planting at Houghton Park. Instruments in Taylor Park as well as the exercise equipment at Houghton Park. Tom spoke to the good relationship between the City Council and Public Works department that help to get our vision completed. Tom spoke to the water fountain we have for Houghton Park waiting to be installed in the spring. We would like to keep moving forward with our Taylor Park Master Plan as well as starting to develop a Houghton Park Plan. A few ideas for Barlow as well.
5. **Taylor Park Tree Inventory-** Tom showed the inventory that we received for the trees in Taylor Park. Joanie was curious if Heartwood would be the company we would continue to use going forward. Hoping to keep consistency with our tree in all parks. Alec mentioned that Jeff brought up more than 4 trees needing work when we did our walk around. Tom spoke to the purpose of this inventory going forward. Members spoke to concern with multiple trees in the park that was not brought up in the inventory.
6. **Houghton Park Plan-** Tom spoke about the vine issue that is happening on the fence on the north side of the park that was brought up by Chad Spooner. Talk of different things that could be planted there. Another concern was improving and providing more trash cans for the

area. Angie asked if we have any recycling bins there. Andrew said that he didn't think there was. Tom brought up the edible landscape plan for Houghton Park that has been talked about. Talk about concern with the fruits that were proposed, who will weed and water the garden. The commission will think on this and talk more about their ideas when we are joined by representatives for the edible landscape in the February meeting.

7. Subcommittees

- a. Brochure-** Tom hoped to put together a brochure for people to see the beauty that the parks we have possess and be used for multiple different uses going forward. Donations, out of town visitors and more.
 - b. Ordinances-** Barbara initially had the idea to update the ordinances that pertain to the parks. Some seem outdated and may need to be updated. Tom read over multiple ordinances that seemed outdated and should be updated. Joanie thinks that maybe we should add to instead of removing any. Angie proposed making the brochure a priority for the commission instead of the ordinances. The commission agreed.
- 8. Another regularly scheduled meeting date change?** Tom brought up that we are meeting the same date as the downtown board and was curious if it was an issue with anyone. Tom said we will stay with the 3rd Tuesday of the month.
- 9. Miscellaneous Updates –** Tom spoke about the information that he found out at the City Council meeting about the next phase of the Taylor Park Master plan.
- 10. Other Business – to be considered immediately:** Tom spoke about the alternate position we had talked about and the City Council seemed on board with that. Tom asked the board what they thought about the alternate position. Many members felt it would be great to have a person with expert knowledge. I.E. arborist, master gardener. Bill thinks the alternate position would be a good idea. Alec brought up the idea of filling the spot with a high schooler, something they do in Burlington. Talk about this and the whole commission seemed to think it was a good idea. Tom will speak to the City Council on whether this is a possibility or not.
- 11. Other business – to be considered for future agenda**
- a. Proposal for edible landscape group**
 - b. Looking into designing a brochure**

Bill mentioned the issue of parking at Barlow during the fall when soccer is going. It has been brought up but not much has been done about it. There is the same issue at Houghton during Football season. Bill also brought up concern about protecting the park since the issue happened when the truck lost control and went through the building on south main street. Could anything be done to protect the occupants and or the park in any way.

- 12. Approval of meeting minutes 12/14/18 (D&V)** Motion to pass the minutes was put forward by Joanie, second by Stina and passed unanimously.

- 13. Adjourn –** Tom adjourned the meeting at 7:44 pm.