

**TOWN OF YARROW POINT
PARK BOARD REGULAR MEETING MINUTES
June 25, 2018**

The following is a condensation of the proceedings and is not a verbatim transcript.

CALL TO ORDER:

Park Board Chairperson John McGlenn called the meeting to order at 7:00 p.m.

IN ATTENDANCE:

Chairperson:	John McGlenn
Members:	Kathy Smith Doug Waddell Carolyn Whittlesey Trevor Dash – Excused absence Krista Fleming
Guests:	Mary Elmore

APPEARANCES

None.

REGULAR BUSINESS:

The Board discussed the following item:

PB AB 18-08 Status Update: Playground, for Discussion

Chairman John McGlenn explained to the Park Board that he met with the Building Official and Town Engineer to discuss the status of the playground projects. The Mayor was also a part of the meeting. The Mayor assured the Park Board that the Council is supportive of taking the project out to bid. At that point, when the bids come back a more comprehensive cost figure would need to be evaluated. The bids are going to be opened June 28. The pre-bid meeting is scheduled for July 10 and the bids are due back by July 26th. The Town will vet and review the bids and expect to have a recommendation for low responsible bidder to the Council by mid-August. If the Council chooses not to meet in August, the responsive bid will be discussed at a September meeting.

PB AB 18-09 Status Update: Fabrication of Signs for Sally's Alley

Clerk Warhol provided a status update. Windsor Fireform, LLC, the custom signage shop will be sending a PDF proof to the Parks Board within the week. After the proof is reviewed and approved the production process begins; this will take a few weeks. Though the Town sent in both the specs and the payment in March, the shop has been delayed in responding due to a busy season.

PB AB 18-10 Future Project Planning

Clerk-Treasurer explained to the Park Board that it's a good time to brainstorm what projects the board wants to pursue in 2019. The Parks Board should prepare a memo addressed to the Mayor and Clerk to allocate funds toward any PB projects. If these projects make it into the first budget iteration, the Council will have ample time to discuss them and decide regarding funding.

The Parks Board discussed the following projects:

- Next signage project: Morningside Park
- Town Entry: Sprucing Up (consider requesting a rollover of the current \$10k allocation)
- Morningside Park Trails Plan (Chairman McGlenn agreed to get an estimate)
- Morningside Maintenance Cost - confirm that annual maintenance costs are budgeted

OTHER BUSINESS

Clean Up Day Follow-Up

Chairman McGlenn thanked the team for the collective effort in the annual Clean-Up Day. Everyone worked hard and the outcome was great.

Trees

Clerk Warhol noted that the Planning Commission is hosting a conversation about trees in Yarrow Point. To that end, the Town recently polled the residents and asked, "*Should Yarrow Point regulate trees on private property?*" To date, approximately 50 people responded to the poll and the majority responses were against tree regulations. Park Board member Whittlesey expressly noted that she believes trees on *private* property should not be regulated.

Sally's Alley

Park Board members discussed overgrown vegetation and encroaching private equipment in the ROW near Sally's Alley. Both are unsightly and are counter to the Town's goals to make the alley more visible and enjoyable to the public. Clerk-Warhol agreed to pass along any complaint to the Mayor. Chairman McGlenn agreed to remit a letter to Town Hall.

Emergency Preparedness

Clerk Warhol explained that the Town is adopting FEMA's Map Your Neighborhood curriculum to strengthen preparedness in our neighborhoods. The curriculum is easy, the supplies are provided by Town Hall, and the neighborhood cluster has already been pre-assigned. Everyone is encouraged to participate, or, step up to lead your neighborhood cluster in unveiling the curriculum during a neighborhood meeting.

ADJOURNMENT:

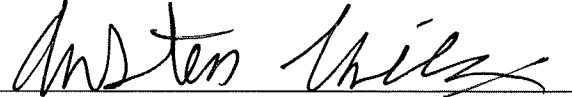
The Board adjourned the meeting at 8:01 p.m.

APPROVED:



John McGlenn, Park Board Chairman

ATTEST:



Austen Wilcox, Deputy Clerk