

Center Harbor Parks Committee  
Meeting Minutes  
Wednesday, June 1, 2011

Present at the meeting Parks Committee Members Liz Aquilla, Sandra McClaskie, Duke Kline, Helen Heiner, Bruce Skawinski, Center Harbor Road Agent Jeff Haines, Parks & Recreation Director Keith Robertie, David Hughes (arrived late after the Selectmen's Meeting approx. 9:15)  
Not Present: Parks Committee Member Dennis Schofield

Call to Order: Liz Aquilla called the meeting to order at 9:05 a.m. in Morrill Park.

Approval of Minutes: A motion by Duke Kline to approve the minutes of the May 16, 2011 Minutes and seconded by Sandra McClaskie. Motion Passed

Liz Aquilla informed all members of the Parks Committee that they needed to be sworn in by the Town Clerk Shelia Mohan.

Liz reported that there is a Time Capsule located in the park. It is to be opened on September 2011. Liz did indicate the individuals that coordinated the time capsule would like to be involved with the opening and she will contact them to coordinate a ceremony possibly during the Labor Day weekend. Liz suggested that maybe during the Labor Day Ceremony to have the opening of the Time Capsule and kick off the Park Restoration Campaign while residents are in attendance. We all agreed that this would give us an opportunity to reach out to season residents before they for the winter. We could have a handout to give to residents and possibly get individuals interested in volunteering and donating.

Sandra McClaskie suggested that we could spend June-August planning the design, look into charitable donation and kick off a fund raising campaign. She suggested that once the plan is defined to have a professional donate services to sketch the park and the phases of restoration. During the Labor Day Ceremony we could display the plans and some of the charitable ways to contribute on poster size foam core. Jeff Haines also suggested the Town Hall, Helen Heiner suggested including a fliers in tax bills, mailing of a postcard to all taxpayers. Keith Robertie can have the plan added to the website under the parks & rec.

Sandra McClaskie submitted a preliminary sketch of the park based on the first meeting and discussions of walkways and layout. See Attached sketch. Liz started the walk through the park. We began at the back where it was suggested to be cleared out to create a shaded area with tables/benches. Liz mentioned that the High School Students and Boy Scouts all have community service requirements. Duke Kline offered to help coordinate the High School students and David Hughes (At the last meeting) mentioned he would look into the Boy Scouts. It was suggested and agreed by all that we could do some preliminary work in clearing under trees to the back of the park during the summer. Bruce Skawinski suggested we consider the abutters and when the clearing is done that we plan for their privacy. We all agreed that we would like to see a planting of some hedges along the edge of the tree line and near the Brooks Property parking area. We looked at the suggested layout of the Park and walkways. Helen Heiner reported that many library patrons cut through the grass and there is a need for walkways around the library and connecting the town buildings from behind the property. Helen Heiner will share the preliminary walkways

with the Library Trustees and see if they would like to see any changes to the current design of walkways. We all agreed that as a community exercise is encourage by all ages. It would be beneficial to have wider walkways through Park area, possibly extend the walkways from Town Hall, Library and continue past the park on Plymouth St to the Brooks Property. Jeff Haines said that they have funds in reserve presently that has been designated to re-surface the walkways around the library. He will look into what it might cost to extend the walkway. Duke Kline suggested a hard ledge pack to be used as a surface. Jeff Haines said he was familiar with this type of surface and it works well and he also suggested impervious pavers but the cost might be higher to install. We all agreed we wanted the walkways to look natural and did not want to see blacktop. The walkway along Plymouth street would be concrete and an extension of the existing walkways in town.

We discussed the parking area and using an impervious material installed below the grass level so that we maintain the grassed area of the park. Jeff Haines said he has installed this material down at the beach area and could work well for the Morrill Parking Area for Handicapped. We will need to look into the cost of this area.

Bruce Skawinski asked Jeff Haines about the Fire Department installing a water line through the park area and felt if they were going to install a hydrant line to Chase Circle that we should try and time our construction of walkways when this might be done. Jeff said he knew it to be a desire of the Fire Department to install a line but was not sure if there was approval, where it was to be located or who was going to do the digging of the line. We will need further information. Jeff reviewed the location of the connecting walkways to Town Hall and the Library and did not see any issues with Sewage lines and water lines. It was suggested before any work be done that we contact safe dig and identify all underground utilities.

Helen Heiner suggested the park have Wi-Fi. She believed that the Wi-Fi extended only about half way into the park. She said many people come down to the library area and sit in their cars to use the intranet. She suggested maybe a booster that would extend it to include the entire park. We are all in agreement that the Park is a perfect location to have a Wi-Fi hotspot in our town for residents. It would bring the residents and tourists to the center of town. The PC will look into how we can extend the Library Wi-Fi. Helen will find out if the Library Trustees will allow us to extend the current range of the Library.

We discussed the layout of the benches, gardens and the existing monuments and the kinds of donations needed for the park. The focal point of Morrill Park would be around the present monument to remain where it is currently place. There are suggestions to move the granite birdbath and the sundial to a more prominent place in the center garden area around the monument. We will look into to moving them. We would like to move the older concrete benches the back of the park in the shaded area and look into donations of new granite benches (4) for the front of the park that borders Plymouth Street. Helen Heiner said that the bench was donated by Belknap College. Helen Heiner and Jeff Haines believed the bench was made by Svenson's Granite. Sandra McClaskie suggested that the benches would make a good naming opportunity and perhaps for a monetary donation residents or businesses could be recognized with an inscription on the benches (i.e.: Donated by Friends of Center Harbor, donated in memory of). As well the paver walkway would be another way to recognize individuals, families, and businesses having their names etched into a brick. We discussed adding pocket gardens around the monument that were

similar to the other gardens in town. Sandra McClaskie reported that Selectman Charlie Hanson said that any donation to the town must go into the general trust fund. He was not sure if we could take donations from the fund and designate directly to the restoration project. We are all in agreement if we sell naming benches, pocket gardens, trees, etc. and a donor is making the contribution and they are shown a bench it must be that bench, if they donate a tree and they are told it will be placed in an area of the park then we need to be sure that it is purchased and placed exactly where the donor has agreed and all wording correctly executed on the benches and pavers. We will work on a list of ways to donate to the Morrill Park and discuss at our next meeting.

Helen Heiner suggested that we work to get a group of regular volunteers to help maintain the garden weeding and spring and fall clean up. Helen has maintained the gardens around the library and town for many years and it is a large undertaking for one person. We will look to build a crew of volunteers to help maintain the gardens. Duke Kline will help to gather some of the high school students of Center Harbor. Helen made a suggestion that we coordinate the plantings so there is continuity to the planted areas around the center of town.

Helen Heiner suggested that there is only a few Master Gardeners in Center Harbor but Belknap County has a Master Garden Organization that does help communities with design and planting of gardens. She does not believe they charge to layout and design gardens and can offer knowledge of plantings. Liz Aquilla's son is presently in business planting gardens for clients and he would help with design and planting of the gardens. Jeff Haines suggested Adopt a program and we should look into this for the maintenance of the park. Keith Robertie said he has worked with the Adopt a Program and felt although the park is a large area you might be able to break it up and have a few groups to help. Keith did say the Adopt a Program will take time to apply for but it is a great way to get local businesses to support the parks system in Center Harbor.

We discussed power and water for the maintenance and we determined that we could pull power if needed from the Brooks property during the Spring/Summer season. It was suggested that we have at least one area that we could pull water so that plants could be maintained during the season. We will look into where the best location would be for a water resource. We discussed some kind of lighting in the park area and suggestions were to use solar lighting on the walkways and around the monument area. We will need to look into more options and costs. David Hughes arrived after the selectman's meeting and we discussed the possible use of power and water from the Brooks House. He believed that the house id shut down and used only for storage. He said that we could possible pull from the Brooks house but that any expenses would have to be planned from the Parks & Rec. budget and that it would have to be shut down for the winter months. Liz will coordinate a time and email us with possible dates. Jeff Haines and Keith both indicated that they would like to attend the meetings if possible so they will be included in all meeting schedules. We all agreed that we need an action plan for the fund raising efforts and discuss at our next meeting. Sandra McClaskie will put some fund raising ideas together on paper. Sandra McClaskie motioned that the meeting be adjourned seconded by Liz Aquilla. The meeting adjourned at 9:35.

Respectfully submitted by  
Sandra McClaskie  
Secretary of the Parks Committee

