

Approved Minutes
Bradford P&R Commission Meeting – Bradford Academy Room 22
September 14, 2021 - 7:00pm

Members Present: Skip Barrett, Karen Danforth, Jean Carlan, Michael Wright, Jared Pendak

Members Absent:

Guests Present: Marcey Carver, Meroa “Peep” Benjamin, Mary Dan Pomeroy

Meeting called to order at 7:00pm

Minutes from 8/24/21 – Motion to accept by Skip. 2nd by Jean. Approved 5-0.

Financials

<u>Payable to</u>	<u>Amount</u>	<u>For</u>	<u>Status</u>
VRPA	195.00	VRPA annual membership dues #10-7-62-42.00	Approved 5-0

Public Comment: Marcey Carver – Request for BPRC to look into use of BA gymnasium for general public through park use applications (gym floor covering for dances). Request for BPRC to bring our P&R ideas to the planning commission at a November meeting to present our ideas to be added to the town plan. (Commission meets on the 1st and 3rd Tuesdays.)

Motions approved:

Park use forms approved by BPRC:

- Dacia Coy – birthday party on 10/2, EP 12-2pm; approved 5-0.

Projects

Walter Lee Pavilion:

- Silent auction is up and available on Facebook. More items are on their way. Bidding is September 18 on the BA lawn from 10-11am (rain location – BA gym). Payment to be collected onsite, cash or check. If winners are not present, they would have 24 hours to claim prize and pay.
- Groundbreaking date – 10/11. Tentative groundbreaking ceremony (w/JO present) set for 10/9 and also event when pavilion is complete.

River Walk Trail:

- Wetlands Manager has approved project. No pressure treated posts allowed. Mix of primitive trail and boardwalks, possible bike path. Trails could be done in phases. Several property owners would be involved and all are on board with the project. Need to consider parking lots and possible extension. We've submitted a letter of

interest (will hear back end of September), then we could apply for the grant (with Selectboard approval and finalized map).

Skate Park:

- Moving Forward Together group is discussing this further on September 20. Mike has some pre-design quotes. Possible involvement from Riverbend. Selectboard needs to consider liability insurance.

EP Custodian position:

- Reviewed current job description and possible revisions, supplies needed for bathroom cleaning. Skip to check in with John about a cleaning plan that maintains the sanitation needed due to COVID.

Parks

- Elizabeth Park: 1) Changing tables have been installed in both bathrooms. 2) Quotes for ventilation system. 2) Mike is working on this (possibly use COVID money) and have work done late next spring. 3) Kangaroo is missing a board. Mike to fix. 4) Discussion about dugout placement (to be used as storage).
- Memorial Field & Bugbee Landing: Discussion about P&R and Golf Club storage needs. Limits on what we can do due to floodplain. Garbage has been cleaned up at Bugbee Landing (old camp needs to be cleaned up – tarp, chairs, etc.)
- Boch: Skip cut down some sumac.
- Denny: Good turnout for Black Musicians Matter event.

Other Business

- Discussion about park use applications and insurance. We need more information about when insurance is required and when a waiver is okay. What do other towns do? Discussion about creating a park use brochure and new application that better explains options and expectations.
- Jean brought up a question about financials. Reports should go to Treasurer and Rec. Director.
- General check in with Mary Dan since this is her first meeting. She is getting voicemails now and emails. General discussion about programming ideas (Halloween, pumpkin carving, open gym for adults, youth basketball clinic, senior walking group, wreathmaking). Regular schedule still being worked out – in the office Tuesdays and Wednesdays for now. Mary Dan is working on a monthly action list to keep us all on track.

Next Meeting – Tuesday, September 28, 7:00pm.

Adjourned 9:25pm

Minutes respectfully submitted by Karen Danforth, Secretary

Action Items

- **ALL** – save the date for 10/9 for pavilion groundbreaking ceremony
- **Skip** – Check in with John about cleaning plan, cleaning supplies, sanitation methods.
- **Karen** - Send approved minutes from last meeting and draft minutes from this meeting to BPRC members and town.
- **Jean** - Add minutes to website. Make signs for silent auction. Email Darlene about adding silent auction to Friday newsletter.
- **Jared** – Follow up on BPRC cards.
- **Mike** – Fix Kangaroo missing board. Continue to work on quotes for ventilation system at EP bathrooms.
- **Mary Dan** – Thank you cards to be sent to donors. Look into buying sandwich board sign. Start looking into park use application revisions and potential for park use brochure (look into other towns). Takeover Facebook posting. Look into skate sharpening. Check with Jean about website (only one person can be on there).

Parking Lot Items (to revisit at a later date)

- Swim lesson options, Summer Camp 2022 planning
- Mountain biking trails, pump track
- Bugbee Landing - bench refinishing, dock replacement (use \$6k from Bugbee Fund), cleanup around signs, improve campsite, fire ring, add picnic table
- Equipment purchases and plan for sharing (pickleball, volleyball, badminton)
- Continue discussion about fir tree at Denny and whether it needs to be replaced (used as tree lighting in December).
- 5 Year Brainstorm (creating spaces and activities for all ages and genders) and Maintenance Plan - picnic tables, wood treating/replacing at Elizabeth Park, landscaping and repairs schedule, knotweed, skate rink maintenance, etc.
- Facebook – look into paying to boost posts.
- Skating rink setup – start in November with a volunteer day. Will need to build steps for entrance into rink this year.
- Harmony Park Instruments – need to schedule for next spring.
- Recreation calendar – not just BPRC events, but other local things