

PARKS MEETING NOTES FOR AUGUST 11TH 2021 9:30 AM

MEETING AT MAPLE CENTER

Meeting was called to order by Ollie Iversen at 9:33 AM with Martin Howard, Annie Taylor, Marty Pease, Ken Lee, and Ollie Iversen present with a quorum. Also present were Mayor Ramon Hayes, Scott Thomas, Town Administrator, Mary Wohleb, Councilperson, and Jules Riske, Community Advisory Committee.

Old Business

- A. Bench placement for Morrey Cort-*The bench should be installed before the end of September, and hopefully finalized in August.*
- B. Memorial Bench Guidelines-*It was noted while ordering Morrey's bench, we could make a clearer path to help those who would like a memorial bench. Between Brian Lease, Public Works, and Ollie, they wrote up a simple way to order a bench and it will be placed on the Town website in the Parks section with a heading of Memorial Bench Orders.*
- C. Review final version Maple Street Survey-*The conversation was lively and centered around whether to make sure a house address was on the survey to maintain the integrity of the survey of only one per household. Because there will be a digital survey on the Town website, along with paper surveys in the water bills, it could become an issue. This was recommended by the Citizen Advisory Committee, who prepared the survey. Ramon mentioned it was ok with him to add the address line as did the Town Council when they passed the survey back to Parks with several minor changes, which were done on the final copy. The most efficient means to administer to paperless utility customers as well as manage the data is to use the survey management application, Survey Monkey. It is able to handle the large number of respondents we will likely receive as well as tabulate the data. It requires a one year subscription at a cost of less than \$400. The survey results should be able to give the Town a clearer picture of what the people in Town and the surrounding area want the park to become. Jules Riske who helped design the survey has been managing the several edits and has prepared the final version of the survey. She will pass the final copy of the survey and the online version to the Town Finance Director, Maria DeGoede.*

New Business

- A. Martin Howard asked to have a water fountain/dog water dish put somewhere at Conner Waterfront Park. This, and Jordan Steet Park, and any other capital improvement projects (CIP) will need to be included in the CIP plan that is currently being updated by Brian Lease. Mary Wohleb will get a copy of the CIP being updated from Brian for Parks to review and update.

Adjourned at 10:19 AM.