

Meeting Minutes 01/07/2022

Attended by: Seth MacLean, Maude Odgers, Terry Reeves, and Douglas Proops

Budget Discussion Summary: Seth indicated that the town has continued to allocate \$5500 to the budget line “Public Gardens and Planters” and that these funds are the source which the Parks Committee shall draw upon to maintain the Public Gardens. Other line items in the Parks Operations budget may be drawn upon for related needs, such as arborist services, or other services/supplies which town personnel may need to support the Parks. In addition, other budget areas could be utilized for Parks deliverables to help manage changing priorities when authorized by Seth.

Seth has agreed to provide Parks Committee a Parks Operations Expenditure Report but documented that \$3667.13 remains in the current Fiscal Year (FY) 22 Public Gardens and Planters budget. We did not discuss the balances remaining in other Parks Operations FY22 budget lines. Although the primary aim is to exhaust the current FY funds before June 30, 2022, it is possible to encumber these funds when invoice is cut for delivery in the subsequent FY. There was some discussion re use of the remaining Public Gardens and Planters for purchase of various plant material either for this spring or advance purchase of bulb for the coming fall.

Partial completion of Broad Oak proposal (\$7215) was made using advance purchase of services from FY 21 funds. This work included pruning in Depot Park, Putnam Park, and Boccelli Park. As a point of clarification, Seth indicated that will be approaching the West Peterborough TIF Advisory Group for funds (\$2280 for FY 23) which would be directed to cover arborist services in the Teixeira Park (located in West Peterborough).

There is no “Teixeira Park” TIF, but funds may be disbursed from the West Peterborough TIF to pay for maintenance and improvement of the Teixeira Park. Additional funds could be requested from the West Peterborough TIF for a larger restoration of the entire park should there be a concrete proposal for this scope of work, such as to remove invasives. Given that the park abuts Nubanusit Brook, further work with the Conservation Committee may be required. Seth indicated

that obtaining funds from the West Peterborough TIF requires additional steps and processes, so getting an early start on this process is warranted. Seth also agreed to provide Parks Committee with a West Peterborough TIF demarcation map and to obtain and provide a map documenting the extent of Teixeira Park.

For several years, no disbursement of funds from the Fred and Betty Fry Garden Fund (aka 'The Fry Fund'). There is an approximate \$12,700 balance in this fund, which can be carried over as needed from one FY to another. Another disbursement of approximately \$4000 is expected in February 2022. Given that these funds are for the exclusive “. . . maintenance or enhancement of the public gardens and planters located in the Town of Peterborough”, the Parks Committee discussed several options which would be recommended to the Select Board; however, Seth did not feel these needed to be formalized prior to his upcoming discussion of the draft 2023 FY budget with the Select Board later this month.

- Discussion of funding up to \$7500 to implement Broad Oak proposal for pruning and treating town trees, only in the public parks
- Reserving remainder of Fry Fund for installation of irrigation system for specific Public Gardens; however, the cost for such installation needs to be further researched (James Smith provided a preliminary estimate of \$2300-\$3100) with a formal proposal and discussion with town officials as to which services the town may be able to supply (e.g., asphalt repair) as a cost savings

Other discussion areas:

- Seth indicated that they should have no issues to Parks Committee request to repaint all the wooden chairs in the Parks and that we are to supply necessary paint details to him or Tim Rose to get this project underway.
- Seth was not aware of the damage to the fence outside the Toadstool Bookshop in the Depot Park parking lot, but indicated that the town would be able to inspect and replace the fence using the same design
- Yew hedge trimming in amphitheater of Depot Park. Should Parks Committee agree to put this project forward, Seth indicated that he could make Tim available for such work and that if the yew hedge did not survive this pruning, the town would take steps to secure the area (e.g., installation

of architecturally consistent fence). The yew hedge would need to be trimmed in early spring while still dormant.

- Broad Oak proposal – Seth felt that support for continuing arborist services should be made through tax levy funds and that additional discussion on an annual basis would be needed. Parks Committee also felt some revision to services proposed may be warranted.
- Seth indicated his need to transition some of his administrative duties to Gretchen and that he would begin inviting her to our meetings and will be handing certain duties to her to track and manage.