

## Meeting Minutes

Date: 1/15/2022

**Committee:** Parks Commission

**Attendees (members):**

Richard DeMarco (RD)

Tara Price (TP)

Kristen DiMarco (KD)

Maureen Bilodeau (MB)

David Wrocklage (DW)

Gale Turner (GT joined 6:07pm)

**Attendees (non members):**

Robert McDonough (RM)

Kim Tackett (KT)

### **Private Meeting Commenced 5:30pm**

Deputy Town Clerk Kim Tackett opened meeting with administrative related discussions. Was requesting record of committee's 2021 minutes. RD stated that committee was less established last year but now will begin process of meeting minutes going forward. RD stated he has good memory and record of previous years action's and can provide some record to town of committee's actions in 2021. RD then requested volunteer for taking minutes, RM volunteered.

Discussed associate membership of RM as no official seat on board is presently open. RM agreed to the present status that does not provide voting rights. Board to work towards membership of RM.

KT exited meeting.

### **Public Meeting Commenced 5:42pm**

#### **Year 1 Invasive Removal SOW**

RD opened with showing of invasive map of Fort Foster. Likely early focus Buckhorn removal Area 17. Discussion was around the readiness of volunteers at request of Swamp Inc (Mike Morrison)/ Dave Rich (DPW) when they commence removing invasive plants. RD assumes would be spring 2022 but not sure and wants to be ready now with volunteers in unlikely request to start work in the mid/late winter.

Spring work focus on Area 8 and removal of Swallowwort.

#### **Volunteer Location Efforts**

TP and Denise were leading the effort to recruit volunteers. TP discussed delay of public sign depicting upcoming work, for Fort Foster entrance and smaller duplicates to be publicly posted in common areas (post office, etc. TBD). TP is ready to go but needs solid dates before to announcing to public.

All further discussed strategies of locating volunteer resources, such as "Friends of Fort Foster" website, etc. Denise was going to email known contact resources available to her. Discussed the Google Drive to start a name collection database.

#### **Data Collection**

Fort Foster gate data collection has dwindled in 2021 at Fort Foster for multiple reasons. Discussion of what needs to be collected so that committee can better forecast and understand how the parks are used, help set fee's and adjust parking capacity and facilities. Goal to maximize safe and healthy use and protect resource at same time.

Detailed discussion regarding Season Pass Holder's (SPH) and value of distinguishing between resident SPH, non-resident SPH's.

KD raised concern when gate data collecting of traffic build up and must always minimize any delay. Suggested a checklist for gate attendants to quickly run list and gather data with no delay. Was informed that a simple log is kept at this time by gate attendants.

Initial discussion and debating led to following preliminary list:

1. Weather
2. # vehicles, adults, kids, dogs, buses
3. Daily visitor vs season pass holder

4. # walk, bike in
5. daily revenue
6. SPH w/ dogs
7. #SPH (resident vs non-resident)

PC would also discussed data to distinguish Out of Town users vs Resident users.

KD questioned need of distinguishing between resident, non-resident SPH's.

MD suggested different colors to SPH passes to distinguish resident SPH, non-resident SPH's.

GT suggested registered #'s on SPH that can be recorded at gate to provide that info.

List will be further discussed and revised, then sent to Kendra Amaral, Dave Rich for review.

**Meeting ended 6:18pm.**

**End of Document**

**Author: RM, 1/15/2022**

DRAFT