

**Yarmouth Parks & Lands Committee**

**MEETING MINUTES**

**Date: October 4, 2017**

**Time: 6:00 – 7:30 pm**

**Monthly meeting**

**IN THE LOG CABIN - \*\*\*Temporary Location!\*\*\***

*To advise the Town Council, staff, boards, committees, and the public concerning the funding, acquisition, management, use, and disposition of town lands needed to implement the parks, trails, pedestrian easements, and open-space goals of the community; and to engage the town and public in stewardship, protection, and uses of the natural environment and ecosystems of Yarmouth through public education, shared responsibility and personal experience, and connection to the lands and waters of Yarmouth.*

**Chair:**

**Notes taken by:**

**Committee members 2017:**

Karen Massey, Beth Sturtevant, Jay Waterman, Tony Cowles

Excused: Jamie Carter, Mary Thorp, Mary Webber

**Town Council, Staff & Guests:**

Karyn MacNeill, YCS Director

David Craig, Town Council Liaison

Guest: Geoff Shallard

- 6:00pm: Call to Order
- Introductions and welcome for guests and members
  - A welcome to new member, Karen Massey
  - A brief introduction by each person in attendance
- Acceptance of September’s Minutes: Motion made by Beth Sturtevant, 2<sup>nd</sup> by Jay Waterman – passed unanimously
- Pratt’s Brook Park Management Plan Town Council meeting recap by Tony Cowles
  - The PBP Mngtmt Plan will be discussed at a future Town Council meeting; Karyn will let PLC know about which date and time and agenda.
  - Since the Sept 21<sup>st</sup> Council meeting/presentation, Nat and town staff have collected and put together the many deeds, easements, etc that relate to the Pratt’s Brook Park properties. New information came out regarding the Whitemore 30 acre piece along the Power Lines and the Gunnoe 6 acre piece. More info to come. Karyn recommended that the PLC should determine if they want to revisit any of this parcel, once all information is presented and gathered.
- Dugas Property discussion and update by Beth Sturtevant: fundraising kickoff will be public at the next Town Council meeting; brief subdivision update – no plans submitted as of 10/4/17; Karyn recommended that we look at trail/path and parking lot options.
- Capital Improvement Budget discussion – Karyn shared a spreadsheet of CIP items requested for FY19 and discussed FY2020-FY2023.
- New topic: Operational Budget: YCS will begin the process to fill a Land Steward position by creating a job description and looking into regional options.
- Miscellaneous Reports, as needed
  - Trail Path maintenance – concerns brought up about the spray paint used on the tree, roots, and rocks in PBP? It is more like graffiti than directional and safety. Karyn will reach out to the YHS AD regarding alternate uses for future XC Meets.
  - Hunting signs, as discussed in PBP – posted and clear for users.
  - PBP Signage – there was apparently confusion at some point in the spring regarding the “street” sign posts and a 4”x4” wooden post used for new PBP signs. Approx. 10 street sign posts were used. Tony Cowles commented on the basis for PBP being the initial park for a new template

system for park signage. Tony also mentioned that someone needs to discuss signage options with the WST.

- Karyn commented that she will follow up with the 4”x4” posts in PBP and work with her crew in making PBP the basis for signage plans in Yarmouth parks and open spaces.
- Planning Board representation – Jay will send Google Doc schedule to all PLC mbrs.
- Open Space Plan conversation – possible subcommittee might be formed to address Open Space Plan creation. Tony reminded the PLC that they could refer to local towns’ Open Space-type plans as sent in Karyn’s email.
- 8:05pm Adjourn: Motion to adjourn by \_\_\_\_\_; second by Karen Massey.

**Important upcoming dates:**

**10/25/2017 – Planning Board meeting**

**10/28/2017 – Pumpkin Run, YHS Rear entrance/Turf Field**

**11/1/2017 – PLC Monthly meeting**

**12/6/2017 – PLC Monthly meeting**