

Freedom Park Committee Meeting  
Tuesday, August 21, 2018  
Meeting Start Time 6:04p.m.

Call to Order followed by Pledge of Allegiance

Roll Call:

Members Present:

Harold Mussman, Alice Dahl, LeAnn Angerman and Dan Kowalski. Park Staff present, Director of Parks Mindi Arnold Buchler and Park Secretary Candy Johnson.

Approval of Minutes:

Motion to approve the July 17, 2018 Freedom Park Meeting minutes was made by Alice Dahl and seconded by Dan Kowalski. Motion carried 4/0.

Review Freedom Park Claims:

Motion to approve the payment of Freedom Park claims dated July 23, and August 18, 2018 was made by Alice Dahl and seconded by LeAnn Angerman Motion carried 4/0.

Reports:

Freedom Park Updates:

Mindi advised that the Street Department has now taken on the responsibility of maintenance at Freedom Park with the help of our part-time maintenance employee. Mindi reviewed maintenance that has been completed. Please see attached memo. With regard to the replacement of the handicap swing, this really needs to be replaced. There is also a need for a handicap swing in each of our parks. . The swings run between \$300.00 and \$500.00. Mindi advised she is looking into the possibility of utilizing recycle funds for this project. She is working to make our playgrounds ADA compliant.

Page 2

Freedom Park Committee

August 21, 2018

Discussion followed, with both Alice Dahl and Harold Mussman offering financial help with the purchase of these swings. Discussion followed.

Moving on, Mindi advised that the gazebo floor and sides have been washed down. At this time Mindi turned the floor over to Alice Dahl who has been working with Touch of Grass with the landscaping around the gazebo. Alice advised that Touch of Grass provided dirt and fertilizer for the plantings around the gazebo. Alice planted some bulbs as well adding that she would like to have flowers blooming around the gazebo throughout the growing season. The garden Club has been helping too. Once the planting is completed Touch of Grass will come out and mulch the area. In other business, Mindi advised that the doors on the quonset have been repaired. Eventually the door needs to be replaced, but for now, the door is working so equipment can be stored there when not in used.

In other business, Mindi said that she would like the help of the Freedom Park Committee in coming up with procedure and protocol. The Street Departments budget allows them to make repairs and provide maintenance throughout the Town of Lowell. Our Freedom Park budget is much more limited and we also have our own "Freedom Park Committee" who also determines the development of Freedom Park. Mindi advised that she had spoken with Kevin Gray about the way maintenance at Freedom Park maintenance will be handled from this point forward. Discussion followed with regard to how the maintenance at Freedom Park with go from this point forward. Frank Lovely already has funds in his Street Department budget with regard to maintenance in all our parks except Freedom Park. Mindi suggested that the Street Department staff log the time they spend at Freedom Park until we understand how much of their time will be spent maintaining Freedom Park. Mindi feels that our part-time maintenance will be able to handle the mowing so Street Dept. staff will not be needed. Discussion followed with regard to this new procedure. Discussion about our limited Park budget followed. With the Street Department taking over our maintenance, the Committee feels it is important to set a "spending" standard. Mindi suggested that any maintenance purchases made in excess of \$250.00 would need to be reported to the Parks Department prior to purchase.

Discussion followed with regard to how Freedom Park maintenance was budgeted when Tom Sullivan was the Park Superintendent. Tom's salary reflected his maintenance work at Freedom Park. Mindi's new "Director of Parks" position does not include any of Freedom Park maintenance, which has been taken over by the Street Department. Therefore, the funds that were budgeted for Tom have been moved to the Street Department budget to compensate for additional time spent at Freedom Park. This budget change is reflected in Mindi's salary. Discussion followed.

Mindi expressed her appreciation for all the Street Department guys have been doing at Freedom Park. LeAnn added that the Street dept. not only has more man power, but they also have more equipment.

After more discussion about the Park Budget, LeAnn asked Mindi to discuss with Judy how the Park budget is going to be utilized from this point forward. LeAnn added that Freedom Park does employ a part-time maintenance person who is now doing all the mowing at Freedom Park since Tom has retired.

Discussion followed about the part-time staff. Mindi asked if Committee Members had any questions or comments. Dan Kowalski mentioned that when trees are planted, there is a "stake and tag" attached to the tree. If the stakes are left attached to the tree, eventually the tree grows and the stake becomes a part of the tree. He advised that there is a tree that has grown into the stake at the bark park asking if this could be addressed. Dan also added that often the root ball is encased with metal wire. Dan suggested that when "memorial" trees are planted, we determine a "planting policy". Discussion followed.

LeAnn Angerman discussed the disc golf course at Freedom Park. She advised that there is a group of "players" who have put a great deal of their time and resources to improve the course. LeAnn expressed concern about improvements that were being done without any discussion with park staff prior to work being done on these improvements. LeAnn asked Mindi to develop communication with these folks so we are aware of what is happening at the course. Mindi advised that she has been speaking with Dave Mac Lean who has been spearheading the improvements to the course. Discussion followed about the need to have a "Lease Agreement". We did have a lease agreement with the

Page 4

Freedom Park Committee Meeting

August 21, 2018

BMX years ago when they had a course at Freedom Park. Alice suggested that we look at that agreement to see what would be needed. Excessive discussion followed. LeAnn added that every time we contact the Town Attorney, we are charged and there is a small amount in our park budget to cover these legal issues.

Old Business:

Bark Park Update/ Financial Update:

Candy Johnson advised we currently have 101 members and total revenue of \$4,140.00.

Gazebo Updates:

Already addressed.

Splash Pad Updates:

No further updates at this time, Harold Mussman suggested that the proposed splash pad be put at the vacant lot next to the Town Hall. Advising that would be easily accessible and centrally located for the entire community. Dan Kowalski added that he agrees with Harold about location. Discussion followed.

New Business:

Freedom Park Maintenance Discussion:

Already addressed.

Bark Park Security & Policy Procedure:

Mindi advised that since Freedom Park took over the management of the Bark Park, there has not been a Procedure Policy in place. Recently a situation occurred at the Bark Park that required that the Mindi step in to resolve the situation and of course there was no policy in place.

Also, discussion followed with regard to the current policy for entering the bark park. Mindi would like to look into the cost of a "swipe card" system because the current system which is a key pad system is not effective.

Page 5

Freedom Park Committee

August 21, 2018

Freedom Park Committee LeAnn and other committee members asked Mindi to investigate a swipe card system and investigate other community policies where members would have an individual membership number. Discussion followed.

Announcements & Correspondence:

Mindi asked the Freedom Park Committee per the Labor Day Committee, can they have permission to use the golf cart for Labor Day festivities. Motion to permit the Labor Day Committee permission to use the golf cart was made by LeAnn Angerman and seconded by Dan Kowalski. Motion carried 4/0

Also, Mindi requested the moving funds from Park Gift "Movies in the Park" into Park gift Open Gym.

Motion to move the funds was made by LeAnn Angerman and seconded by Alice Dahl. Motion carried 4/0

Next meeting of the Freedom Park Committee Meeting will take place on Tuesday September 18, 2018 at 6:00 at the Lowell Town Hall.

Public Comment:

None

Adjournment:

Motion to adjourn made by LeAnn Angerman and seconded by Alice Dahl at 7:05p.m.