

TOWN OF OLD ORCHARD BEACH
CONSERVATION COMMISSION WORKSHOP MINUTES
FRIDAY, FEBURARY 22, 2013 at 7:00 PM
TOWN HALL IN TOWN COUNCIL CHAMBERS

Meeting Called to Order at 7:00 pm

Member Roll Call: John Bird - Chair, Kimbark Smith, Patricia Holland and Mark Koenigs;
Veterans Memorial Park Subcommittee members, Mary Beth Robillard, Andrea Berlin

Public: Jay

ITEM 1. Subcommittee updates

A. Veterans Memorial Park

Discussion was held on the Memorial Park FY '13 budget vs amounts reported spent thru December 2012. There was agreement that the Memorial Park Improvements line of \$1,896.71 was fund raised by the subcommittee for the veteran's memorial improvement project. It was understood that most of the fund budgeted for the Memorial Park annual maintenance has been either been spent and / or there has been some erroneous miscoding of invoices against the Memorial Part annual maintenance.

Mrs. Robillard stated the Subcommittee's recommendation is that the Town advertise and hire a seasonal employee with gardening and landscape maintenance skills for \$12.00/hour. The seasonal employee will be hired thru the Public Works Department and would report to the DPW director or foreman. The seasonal employee would report daily at the beginning of the day to the DPW garage with the rest of the DPW crews and then report back at the end of the day to the DPW garage, but be under the secondary supervision of the Subcommittee Chair.

Some important dates were covered:

2/25/13 Town Council workshop meeting to review line items that have gone over budget or are projected to go over budget by June, 2013.

3/4/13 Next Veterans Memorial Park subcommittee meeting at 6 pm at the High School Library, March 4, 2013.

3/19/13 Town Manager's Preliminary Town Budget to be presented to Town Council; it is due by 3/31/13.

We spent the next 45 minutes going thru each item and task required from now to July 1, 2013 to open and maintain the Veterans Memorial Park. The total amount required for the remainder of FY '13 was estimated to be approximately \$22,120.00. The Subcommittee planned to be prepared to present a request to the Town Council and Town Manager during the Town Council workshop on 2/25/13 if appropriate. If not the information/costs will be presented to the Town Council Chair with a request to have the issue place on the Town Council's next available agenda.

Mrs. Berlin stated that it takes about \$30,000+ annually to maintain the Park using a mix of contracted services, DPW support and one (1) qualified seasonal employee working 20-30 hours/week at \$12.00/hour.

The annual \$30,000+ includes mowing, seasonal labor, fertilizer for lawn, gardens and trees, annuals, tree rings, edging and topping pathways and petanque court, inspection of playground equipment, transplanting trees (as needed), pruning trees in fall, irrigation repairs in spring and winterization (blow-out) in late fall, misc. minor damages, dog park ground maintenance including fence touch-up paint, tennis court surface repairs every couple of years, maintenance, and nets, basketball court surface repairs and painting every couple of years, and replacement of nets frequently, fencing maintenance and replacement, aeration of the lawn, wood chip mulch for each spring opening for tree rings and garden beds, graffiti removal, flag replacement, electrical system maintenance and light bulb replacement, and misc. tools and garden supplies including first aid kit and PPE. It does not include the many hours of volunteer's time for management and coordination, planning events, fundraising for improvements, and spring clean-up. It does not also include the DPW supervision time, the bathhouse maintenance and cleaning, trash removal and disposal, and parking lot sweeping, maintenance and weekend and summer attendants to collect parking fees. The Subcommittee will continue working on preparing their budget request for FY '14.

Subcommittee members left the meeting around 8:15 pm.

ITEM 2. Comprehensive Plan schedule update and discussion

Chair Bird stated that next Monday, March 4th at 7 pm the Comprehensive Plan Committee would have their next meeting. He encouraged us to attend as they would be covering Natural Resources Goal Policies and Strategies.

ITEM 3. Preliminary FEMA map critique

Chair Bird had the preliminary FEMA map for review. Other members left due to other obligations. Mr. Koenigs and Mr. Bird reviewed the maps.

ITEM 4. "Check-in" and Discussion of plans for upcoming year

No discussion.

ITEM 5. Other Business

No discussion

Meeting adjourned at 8:30 pm

Mark Koenigs

Mark Koenigs, Secretary
(Approved on 3/11/13)