

**Orford Parks and Playgrounds Committee**  
**Approved Minutes of the Meeting**  
**June 19<sup>th</sup>, 2019**  
**Orford Town Offices**  
**7:00**

**Present:** JJ Hebb (Chair), Robb Day (Secretary), Craig Pelletier, Lawrence Hibbard and David Smith.

JJ opened the meeting at 7:00. Lawrence motioned to accept the May Minutes as read and Craig seconded. All were in favor.

JJ went over one property use form. A women's softball team will be using the softball field until August 11<sup>th</sup>. Conditions included no unsupervised children on the basketball court and any trash will be picked up.

JJ was reimbursed for purchasing 8 combination padlocks to replace existing locks at the Community Field. Two handicapped signs and two no parking signs were also purchased to install at the Community Field parking area. The committee will decide placement at the next Community Field work day.

Green Up day was a great success. Sandra Marsh picked up 60 bags of trash and commented on all of the positive feedback that was received at the Transfer Station at sign ups. It was agreed to conduct Green Up Day next year the same way.

Swimming lesson sign up sheets are now available on the Town website and a digital copy was put up on the Town listersve. Kate Lester is working with Rivendell Summer Visions program to involve a group of kids in the lessons this year. JJ reported that there have been some sign up issues with fees. It was agreed to let Kate handle any issues regarding sign ups. Lawrence asked about bringing the swim program box out the the Pond. JJ felt we should wait until closer to the lessons start date. A workday at Indian Pond Beach was set for July 8<sup>th</sup> at 6:00 pm. The gazebo deck needs to be sealed and some boards need to be replaced due to rot issues. The floats will also be put in. Ester informed JJ that the Selectboard would like to inform the OP&P what is happening with the failed culvert in the access road to the beach and to go over their request for new signage. Tom Steketee will be meeting with the group.

The grub treatment for the Community Field was performed by Bio Spray in late May. The total cost was \$3328 and the fence lines were treated for weed growth at a cost of \$425. Robb felt that the baseball and softball season did conflict with optimum treatment time. If we need to treat curatively next year, we may have to rethink our strategy. JJ informed the group that the Selectboard would like to know what the total costs for maintenance for the Community Field are on an annual basis as this figure will help to determine the lease fee charged to RISD.

JJ has not contacted Chip Stevens (athletic fields contractor) as of yet to get an estimate to repair the baseball and softball fields. Chip has been highly recommended by Woodsville high school as he is their contractor. Lawrence felt that the OP&P should start keeping a log of all of the costs and hours that are spent on projects. This information will help to make future decisions and to keep track of what is performed on an annual basis. Robb agreed and thought that an OP&P member could be a treasurer of sorts to keep track of this. JJ agreed to look into ways of recording this.

JJ installed locks on all of the sheds, hydrants, dumpster and boys dugout. The softball storage closet and the chain link gate still need locks. JJ will order a couple more locks and also get the key to the softball closet to change the lock over.

A workday at the Community Field was set for June 24<sup>th</sup> at 6:00. Robb will contact Terry Straight (Director of Operations at RISD) regarding the mowing schedule. We plan to over-seed areas affected by grubs and turf die back.

JJ and Lawrence are very concerned with the poor job that RISD is doing mowing the Community Field. This was addressed later in the meeting during the license agreement discussion.

Lawrence had not had a chance to research the flagpole light. Craig offered to take over this research. David had not researched the OFD right-of-way to the Community Field and agreed to touch base with Larry Taylor soon. Lawrence also agreed to talk with Bill McKee.

It was agreed that the East Common will be fertilized. JJ agreed to order the fertilizer and have it delivered to the north end of the East Common on June 26<sup>th</sup>. Lawrence will bring his tractor and spread the 10-0-10 that evening.

Ross Convertino (RISD AD) contacted JJ with concerns over a support post in the storage shed at the Community Field. OP&P agreed to look into it.

JJ passed out and explained the RISD Community Field License agreement that will need to be signed by the OSB by September of 2019. There has been a few changes made by the Rivendell legal council but overall is agreeable to OP&P. The license will cover September 2019 to August 31<sup>st</sup> 2020 with an option to renew on an annual basis unless notified 90 days before the renewal date. Robb asked if the Orford Mowing Guidelines could be attached to inform RISD what Orford requires to satisfy our mowing requirements. This may help with the mowing issues. JJ agreed to contact Esther regarding this.

Robb informed the group that the trash can at the OFD baseball field was overflowing and he and Sara Day emptied and removed the can from the premises. All agreed that users of that field could be responsible for their own garbage.

Lawrence brought up the tree trimming along the Mall walk. JJ has contacted the Selectboard and informed them that if they would like it trimmed that they need to give us permission to do this. She had not heard anything from the board at this time. Robb agreed with Lawrence and thought that it should be done and asked JJ if she would follow up with the Selectboard.

Flags, poles and brackets were purchased for six telephone poles along Bridge Street and four other missing flags as well. Lawrence and Robb agreed to install them before July 4<sup>th</sup>. Ester contacted Eversource to fill out the required permits to install the poles and she also ordered the materials.

David motioned to adjourn at 8:39, JJ seconded and all were in favor.

Minutes taken by Robb Day.