



**Town of Green Mountain Falls  
Parks, Recreation, and Trails Meeting Minutes  
10615 Green Mountain Falls Road  
Wednesday, March 29, 2023 at 4:00 p.m.**

**REGULAR MEETING MINUTES**

**Board Members Present**

Chair Jesse Stroope (Zoom)  
Vice Chair Jay Kita (Zoom)  
Member Nancy Dixon  
Member Philip McIntire  
Member Don Walker

**Board Members Absent**

**Secretary**

Member Nancy Dixon

**Trustees Present**

**Town Staff Present**

TC Bo Ayad

---

**1. CALL TO ORDER / ROLL CALL**

Parks, Recreation, and Trails meeting called to order at 4:08pm by Chair Stroope.

**2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA**

Dixon moved to accept the agenda. Kita seconded. Motion passed - 5/0.

**3. SPEAKERS NOT ON THE AGENDA**

No public speaker.

**4. CONSENT AGENDA**

Dixon moved to approve the meeting minutes from March 15, 2023. Stroope seconded. Motion passed - 5/0.

Kita moved to approve the minutes from the Stilling Basin Public Forum on March 23, 2023.

Dixon seconded. Motion passed - 5/0.

**5. BUSINESS**

- a. Clarifying discussion was held about what each PRT member was to do with the Capital Improvement Plan (CIP) information provided by Paul Yingling. Dixon passed out hard copies to the members present at Town Hall. **On April 12, a 90 minute meeting with Paul Yingling was agreed upon.** The individual list that the members make will be reviewed at this meeting and the top 5 PRT 2024 CIP projects will be decided.
- b. Walker presented his Captain C report regarding materials/cost/manhours for repairing the split rail fences in the parks for the community work day. PRT has a \$500 budget for this task but will not have enough funds for the project. **Chair Stroope will ask TM if**

**more funds are available.** Walker estimates it will take 50 manhours. He will select two other volunteers to help. Chair Stroope reminded him to ‘call before you dig’. Walker then gave his report on goose poo pickup. Repellent will be only applied at Gazebo park. **Chair Stroope tasked Dixon to compile a formal list of tools and volunteers needed for the spring community work day to provide to the town.**

Kita presented his Captain A report regarding mowing/trimming the parks. He estimated that it would take 6 volunteers, 4 hours. Chair Stroope suggested that a rolloff for the debris collected on the work day would be beneficial.

Dixon presented her Captain B report regarding invasive plants/weed mitigation. Chair Stroope said there were left over contractor bags from Creek Week that could be used.

- c. Walker presented his updated Pool Operational Study. He remarked that the pool coordinator is essential to the success of the pool and should be paid. The three options included: 3 Star - open Fri/Sat/Sun with cost of \$15,000; 2 Star - open Sat/Sun with cost of \$12,200; 1 Star - open Sat with cost of \$8,000. Also presented was setting up a donation fund that is earmarked for future pool grants. Dixon asked how many volunteers have signed up? Walker said 7, so far. McIntire asked if a 4 Star option should be included. Consensus was that option would stretch the expenses and volunteers too far. Chair Stroope asked if the pool coordinator is the same as the desk clerk? No, but the coordinator would fill in if a volunteer was not available. Chair Stroope moved to recommend to the Board that the pool be opened per one of the options of the pool study, that employees sited in the plan be hired and to set up a fund for the pool donations that are earmarked for the pool. Dixon seconded. Motion passed - 5/0. **Dixon will prepare an advice memo for the 4.4.2023 Board meeting.** Walker/Stroope will be there to present the plan.
- d. Dixon presented the steps to apply for the Historic Structure Assessment (HSA) grant for the Gazebo. This grant would fund an engineering company to produce a scope of work for the Gazebo structure. **McIntire will look into the grant and report out at the next regular PRT meeting. Dixon will provide the HSA website to McIntire.**

## 6. CORRESPONDENCE

Chair Stroope received correspondence from Nancy Entenza who had attended the Stilling Basin public forum. She suggested that the park be named ‘Memorial Park’ and have red chokecherry trees planted.

He also received correspondence from Greenbox requesting temporary shade for the fitness court in the summer.

## 7. REPORTS

Chair Stroope reported that there are available landscaping funds through HGMFF for the pool park. The sunshade for the fitness court request and pool park playground improvements could be included as asks for funding also. Fundraising for the stilling

basin area could help to ask for HGMFF matching funds. Residents at the stilling basin public forum had suggested fundraising for that park.

9. ADJOURNMENT at 5:53pm.