

**Richmond Recreation Committee Meeting Minutes**  
**May 2nd, 2023**

**Members Present:** Sheri Lynn, Kate Kreider, Kirsten Santor, Mark Fausel, Kathy Costello.

**Members of the Public Present:** Duncan Wardwell (Assistant to the Town Manager), Jack Lazarowski (Senior Center), Lisa Miller (Selectboard Member and Planning Commission Member).

**Minutes Taker:** Kate Kreider

**Meeting started at 7:05 PM**

**7:06 PM: Non-agenda Items and Public Comment:** Mark had a comment regarding Browns Court and ARPA and zoning. During one of his recent Planning Commission meetings, there was discussion about Brown's Court and he was told that the Housing Committee has discussed that area as a possible location for affordable housing.

**7:10 PM: Approval of minutes from April 6th, 2023:** Kirsten motions to approve, Sheri seconds. No discussion. All in favor, minutes approved unanimously.

**7:11 PM: Park Use Events Update:** Duncan reviewed the park use events that are scheduled.

**7:17 PM: Recreation Web Page Discussion:** Kirsten organized many of the items that we discussed and posted items on the website that the committee has agreed to include. Kirsten reviewed the bullets that she created and she reviewed some of the information that she has put on the web page. She made a list of the businesses and we will discuss how we want to list businesses, possibly just putting the names of businesses on the web page without links to the websites. There is general consensus among committee members that what Kirsten has put on the web page so far looks great. Kirsten will work on getting the rest of the information up that we have already discussed and agreed to include. During our next meeting we will discuss the recreation ideas/items that we have not yet discussed. Kirsten will send the list of businesses to committee members and we can discuss at the next meeting if/how we want to include them on the website. Kirsten stated that she can also send committee members a list of the recreation items/ideas that we have not discussed yet so that we can be prepared to discuss them during our next meeting.

Kathy asked if the information on the website page needs to be reviewed by the selectboard and approved? Duncan responded that if we are just listing what recreation opportunities are currently available, then we don't need selectboard approval. Sheri suggested that it may be a good idea to let the selectboard know what we are putting on our webpage and have them review it because some of the recreation activities may be controversial. Sheri offered to email Jay Furr asking him to review our web page and provide feedback, and to also seek his opinion

regarding whether or not it is appropriate to put information about businesses on the Recreation page.

**7:29 PM: Green Up at Volunteers Green:** Saturday May 6th from 10-12. Sheri said that so far there are 6 people that have registered. One family volunteered to bring muffins. Mark will bring buckets, rags, and cleaning solution. Committee members will bring supplies that they own to help clean up, such as a shovel, rake, and scrub brushes. Duncan will be there from 10-11 and can pull the lawn games out for us. Sheri mentioned that once the lawn games are out for the public to use, we should put a sign on the container and also post on Front Porch Forum to let the public know that they are available. Duncan suggested keeping the games in the bandshell temporarily since the container isn't waterproof. Discussed purchasing a different container that is water tight. During our June meeting we will have a vote to purchase a water tight container so that we can keep the container outside against the bandshell. Duncan said that we should check on where we are allowed to put it because it may be considered a structure. Duncan will check to see if we can temporarily store it inside the bandshell and where we can have it after we get a watertight container and if the container will need to be secured/tethered to a structure to prevent anything floating away in case of flooding.

**7:43 PM: Playground Inspection:** An inspection of Volunteers Green was completed this morning. Duncan and Kate were there as well as a selectboard member, the certified inspector, and a VLCT (VT League of Cities and Towns) professional. Duncan will receive an official report soon. Duncan showed pictures that were taken during the inspection and reviewed the needed repairs that were identified. There are quite a few small things that are an injury risk, such as some handles that are damaged and steps that no longer have traction and are slippery. Duncan stated that the inspector stressed the importance of keeping a record showing that the playground is monitored regularly and that repairs are addressed in a timely manner. Moving ahead, Duncan plans to monitor the playground regularly and to have thorough inspections by a certified inspector every few years. Duncan mentioned that he found one spot on the playground structure that says 94 and Landshapes, so the playground was most likely installed around that time frame in the 90's.

The inspector identified that the playground needs a lot more wood chips for safety and the wood chip footprint under the swings needs to be much larger for safety. The inspector suggested adding edging around the wood chips to help keep the wood chips in place, but this is not required. The inspector also suggested putting a short fence between the playground and the road beside it to keep children from running into the road, but this is not required. It was identified that the playground needs signage with warnings and educational information regarding using the playground.

Duncan stated that he will create a spreadsheet to record regular checks of the playground when he or others walk through and do a check. At this time, the wood chips are the most urgent need for the playground. Mark suggested that we should warn the Volunteers Green clean up on Saturday as a meeting because we will have a quorum when we are there. Duncan stated that he will put the warning on Front Porch Forum.

**8:04 PM: Discussion Regarding Budget and Work Plan:** Sheri asked what the timeline is for the ARPA committee's decisions/suggestions to the selectboard regarding use of ARPA funds. Duncan stated that the ARPA committee did present some ideas to the selectboard at their most recent meeting but did not make any official suggestions to the selectboard during this meeting. Duncan stated that the ARPA Committee had a list of items and they had our Recreation request, but it was just listed as "miscellaneous" and the \$249,000 without any detail of our request.

Sheri asked if committee members want to request a capital reserve fund for a new playground as a backup in case we don't receive ARPA funds for it. Duncan suggests using ARPA money for the new playground and to request a capital reserve fund for the next playground. Sheri suggests that we create a request for a capital reserve fund in case we don't get ARPA funding, such as a 5 year fund to pay for a new playground. Duncan mentioned that the ARPA Committee has made requests to the selectboard and the selectboard has allocated some of the ARPA funds already. Duncan stated that the ARPA Committee is trying to wrap things up in the near future, but the exact timeline is unknown.

Discussed timeline regarding making a reserve fund request. Duncan stated that budget discussion by the selectboard starts in the fall, October timeframe. Sheri stated that it would be great if we got ARPA money, but there's no guarantee that we will get it, so it would be smart to request the reserve fund from the selectboard. There was general consensus among committee members that this is a good idea. The Recreation Committee's plan is to talk about the details regarding requesting a capital reserve fund during our August meeting and then create a proposal for the selectboard. Hopefully in September we can present our proposal to the selectboard. Then when the selectboard does special meetings in October regarding the budget we will be prepared. Lisa suggested prioritizing the items we want in case the selectboard does not agree to the full amount that we request.

**8:19 PM: Using our \$500 Budget:** Discussed Items that we need or want to purchase with our budget. The committee would like to purchase a new container for the lawn games that is water tight, which would most likely cost somewhere in the range of \$200-\$300. Mark suggested getting extra lawn games to have on hand for when games go missing or are broken. He also suggested checking with the library regarding the condition of the snowshoes and how much use they have been getting. Kate volunteered to check on the library snowshoes. Sheri wondered if the container with the lawn games can be screwed directly onto the bandstand with a bracket. Kathy suggested looking into other materials than plastic for the container, such as wood. Mark suggested that possibly a wooden box could be built that attaches to the bandshell. Duncan stated that we should ask the Planning Commission and Pete (the highway foreman) about the idea of a wooden box to get their thoughts and make sure that it would be allowed.

**8:27 PM: Next Agenda Review Work Plan:** We will review our committee's work plan to see what progress we have made and what our priorities are to accomplish. Kirsten mentioned the safety/educational signs for the playground that are needed. The signs could possibly be

attached to the playground structure to avoid adding any new structures to the area. Duncan stated that he can look into where to order signs from. Committee members made a plan to gather pricing information on the items identified in order to use our \$500 budget so that the committee can vote on purchasing the items during our next meeting in June.

**8:30 PM:** Mark motioned to adjourn, Sheri seconded. All in favor, meeting adjourned.