

**Chesterton Park Department
Board of Directors Meeting Minutes
December 3rd, 2019**

Those in Attendance: President Candy Tucker, Vice President Mark Dickinson, Secretary Paul Shinn, Member Wendy Marciniak, Superintendent Bruce Mathias, Asst. Superintendent Shane Griffin, Engineer Mark O'Dell, Liaison Nate Cobbs, Town Attorney Connor Nolan, Administrator Hilary Thomas Peterson

Candy Tucker called the meeting to order at 6:01 p.m. and led the assemblage with the Pledge of Allegiance to the Flag.

Approval of Minutes

A motion to approve November minutes was made by Paul Shinn. Seconded by Mark Dickinson. Motion passed; November minutes approved.

Mark O'Dell asked to make the correction to minutes to reflect Gariup instead of DLZ under the superintendents report in regards to release of retainage.

Comments from the Public

Chuck Lehman – Lehman & Lehman for 5 year master plan. Filed with the Dept of Natural Resources for review and approval, which qualifies the Park for state and federal funding. Will need to submit a draft to state by Jan 15th. Will then be updated after recommendations. Public survey to be conducted, finding to be presented to Board in spring. Will need to be adopted by April 15th. Will be looking at the Impact fee, recommendations, priorities for parks. As per discussion. Finalizing survey to be issued to public in the next month. Looking at Coffee Creek Park, unique in placement in town, look into the possibility to make it grander. As per discussion and examples of similar towns. Being discussed now to put into an action plan for study and potential connection to the watershed. Paul asked if the impact fee would be able to be used for improvement to an existing park. As long as the money falls into the components allocated, and can possibly be used for acquiring land. Would need to get public input, as per discussion. Action plan would be a call for this site for it's potential use or re-use. Gave examples of some towns with similar sites and uses. As per discussion.

Mark Hopkins, asked about what park impact fee can be used for. Chuck Lehman explained in some detail what can be done and used for. Basically can only be used for new parks coming into the community in new developments, or possibly new improvement to current parks. As per discussion.

Superintendent/Engineer Report

Bathrooms have all been closed for the season except for Thomas Park, which will be closed after the last event on Dec 7th. Christmas decorations are completed in Thomas Park. Park hours are being established, for review and finalization. Attorney to look at and then be adopted by the Board.

A motion to speak with the attorney and establish park hours was made by Paul Shinn. Seconded by Mark Dickinson. Motion passed.

Comments from the Board

Mark Dickinson inquired about the 'quiet zone' talks with the town and how it would work. Mark O'Dell answered, and discussed.

Wendy complimented Bruce on the beautiful job in Thomas Park. Candy also thanked Bruce for getting Christmas tree into the park. John Bell and Joe Wagner were thanked by Bruce and Board for help in setting the Christmas tree in Thomas Park. Paul asked Hilary to possibly get something on the Park facebook page for public input. Chuck Lehman suggested that the public survey, once completed, can be linked to the FB page.

Paul asked about the Impact fee, according to Connor, it has been approved.

Approval of Claims

A motion to approve December claims was made by Paul Shinn. Seconded by Mark Dickinson. Motion passed. December claims approved.

Hilary addressed that an invoice from LANCAM for \$2,850 for the new mower, blower, and leaf vacumn, came in after claims had to be submitted. Asked for approval to pay now.

A motion to submit the invoice from LANCAM for \$2,850 for payment was made by Mark Dickinson. Seconded by Wendy Marciniak. Motion passed.

Adjournment

A motion to adjourn was made by Paul Shinn. Seconded by Wendy Marciniak. Motion passed. Meeting adjourned at 6:38 p.m.

President

Date