

Parks and Recreation Commission
City of Lambertville
Meeting Minutes July 14, 2021

- Call to Order
 - 8:01pm Call to Order - Megan Ruf
 - Open & Public Meeting in accordance with the open public meeting act
 - Advertised in the Hunterdon County Democrat and the Trenton Times and on the city website
- Roll Call
 - Present
 - Mary Anne Borge
 - Megan Ruf
 - Jim Troutman
 - Scott Conner
 - Patricia Walker
 - City Council liaison: Benedetta Lambert
 - Absent
 - Cat Walker
 - Penny Brach
 - Katie Deutsch
- June Minutes
 - Motion to approve – Patricia Walker
 - 2nd – Jim Troutman
 - All in favor – June minutes approved
- Old Business
 - Mary Sheridan Park –
 - Benches
 - Add'l \$75 for off-loading delivery truck (total delivery, not per item)
 - Possibility of DPW doing the bench assembly
 - Assembly instructions included
 - DPW could probably store the benches until assembly/installation as well

- **Action: Mary Anne will coordinate with Lester/DPW on delivery and logistics**
- Not confirmed if benches will need to be free-standing or mounted, will have to check the rules – **Megan will coordinate this information aside**
- There is a resident interested in purchasing one of the benches as a memorial bench
- Bench only comes in 6ft and 8ft, all 3 benches would be replaced with 6ft benches
- Pricing:
 - \$1645/bench, no sales tax
 - W/ plaque = \$2107.50/bench
 - W/o plaque = \$1747.50/bench
 - Purchasing 2 benches w/ plaques, one without = \$5962.50
 - Resident purchasing bench for \$2107.50
- Budget
 - ~\$22k total
 - ~\$16k left after bench replacement
 - Priorities:
 - Jamie Fox memorial
 - Trimming white pine (~\$2k)
 - Boulder grouping beneath white pine (memorial would be on one of the boulders)
 - *Landscape plan (done)*
 - Could possibly do more landscaping around gazebo
 - Improving lawn
 - Possibly doing more of a garden on back side
 - More visibility on York/George entrance
 - Potential for ADA-compliant path
- Motion to approve benches – MaryAnne Borge
- 2nd – Megan Ruf
- **All approve – benches approved, move forward with purchase**
- Plan Revisions

- York/George entrance plans
 - STC was correct in concern about potential impact on roots → MB sent revised plan
 - Revised plan keeps fence in place, widens 2 pathways, has stepping stoned from the monument
 - Waiting on STC vote
 - Less expensive to do than original plan
- Cavallo Park Edging for garden –
 - Wood edging – Penny not in attendance, table until next meeting
 - Mary Anne suggested blocking off area to prevent it from being mowed anymore → **Sunday, Mary Anne and Megan will go to Cavallo**
 - Rehabilitating the garden
- Tree removal
 - Residence
 - Ely Hill
 - Megan secured three bids – TNT is the lowest bidder
 - Considered “emergency repair and replacement”
 - Looking at removing the other 3 trees at Ely as well, try to include in the current bid/proposal
- Bike rack install
 - Location & update
 - John Thomas, *Bike Lambertville*
 - Proposing bike repair stations → installing 1 station at Cherry St. – N. Union side (looking to put in a 2nd one when they raise more funds)
 - Equipment includes bike repair stand, bicycle pump, one additional bike parking rack
 - Colors/finishes:
 - Bike rack – stainless steel
 - Pump – aluminum
 - Not decided who would do the installation work, possibility of working with DPW
 - Motion to approve – MaryAnne Borge
 - 2nd – Patricia Walker
 - **All approve – John & Megan will coordinate moving forward**

- Committee report – *no committee reports at this time*
- Summer series –
 - Movie night
 - Have projector and screen → the library has one we can use, but Acme has a bigger screen we might want to try to use → **Patricia will reach out to Acme and work w/ Megan**
 - Katie will begin advertising
 - Proposed date: Friday, July 30th
 - **Action item: Megan and Patricia will coordinate on movie to show and advertising**
 - Face painting, popcorn machine, ice pops
 - Someone is donating popcorn and ice pops
 - Last summer series → coordinated volunteer day?
 - Park clean ups
 - Ely will be done by August (sports cleanup days). The handicap accessible path might need mowing/trimming
 - Playground equipment @ Ely Park – Megan has been talking to general recreation already. Slide may not be able to be replaced, should think about removing the slide and blocking area
 - Slide can be replaced if they find the correct piece, the current slide is no longer manufactured
- New Business
 - Park maintenance
 - Assigning commission members to each park – bringing any issues/needs to the commission or managing themselves when appropriate
 - Mowing – DPA should be mowing
 - Playground equipment @ Cavallo –
 - Parts for the seesaw are here and will work on replacing soon
 - Swings need to be looked as well
 - Bench at Ely is still broken, should probably be removed

- Process for repairing/replacing playground equipment → comes out of an “emergency fund”, if there’s anything left in the budget at the end of the year it will be taken out from there
 - Repairs under a certain expense threshold, you don’t have to go through the entire process (i.e. bid process, approvals)
 - Budget
 - No confirmed budget number
 - Currently have money in the budget for:
 - Dog waste stations
 - Light repair
 - Path on the hill and bridge
 - Do have money in the ‘open space fund’ which goes to maintenance. That money is automatically allocated to Parks & Rec each year that go towards improvements and repairs that don’t have an approved budget
- Facility Use Request
 - Cherry St/Shad Fest → Shad Fest group are interested in having something, but no request was submitted yet
 - Lambertville PTA – Back to School Night
 - Ely Park, Friday 9/10, 4-7pm
 - Waive deposit requirement as long as they complete the clean up
 - Motion to approve – Megan Ruf
 - 2nd – MaryAnne Borge
 - All approve
- Urban forest grant funding → might need to do tree inventory in order to be eligible to apply. STC has been trying to complete one already. It would be beneficial to include open spaces as well to help with funding for reforestation work
 - Appoint MaryAnne to be liaison
 - Motion to approve – Megan Ruf
 - 2nd – Jim Troutman
 - All approve – **MaryAnne will act as liaison with the Shade Tree Commission**
- Public Comment

- **Andrew Nowick representing the Community Advisory Team (CAT)**
 - ➔ Looking to schedule time to have CAT and at least 3 commissions to tour the property, Parks & Rec being one of those commissions and will be coordinating soon
 - Possibility of having wildflower garden at the location – can bring up as part of the plans for the process
- Adjourn
 - 9:11pm motion to adjourn – Megan Ruf
 - 2nd Mary Anne
 - All in favor