

WALKERSVILLE PARKS COMMISSION MEETING MINUTES

May 4, 2022

The May meeting was called to order at 7:00 by Jay Lochner, Commission Chair. In attendance were board members: Jay Lochner, Mary Ann Brodie-Ennis (Commissioner Liaison), David Toohey, Patricia Rowley, Anna Newman, Artie Fauble and Kitty Baker.

The April minutes were motioned to be approved by Patricia, seconded by Anna and all approved.

WHITMORE/ZIMMERMAN BUILDING AGREEMENT

Mary Ann forwarded to each committee member prior to this meeting a draft of an agreement so it could be discussed at the meeting. After discussion, the following was changed/corrected/clarified:

There will be only one user for the building per day. This may eliminate cleaning issues.

How will GVAA know when the building is being used to get their equipment out of the storage closets prior so not to disturb the rental? Sean Williams, Town Manager, answered by text to Mary Ann that an on-line calendar can be established. GVAA needs to access this beforehand.

- Since GVAA is a non-profit, why are we charging them for Sunday usage?
- Not sure that we want repeat, week after week usage by non-profits (i.e. church). All usage will be on a case by case basis presented to Parks.
- The fact that there are no tables and chairs in the building needs to be explained in the agreement for the renter.
- Minimal kitchen facilities needs to be included – only have a kitchen sink and counters (no refrigerator).
- Need to specify the town representative person.
- About the insurance liability. It was stated this is up to the renter to obtain. Laura Lebo, treasurer of GVAA, said that a one event coverage is \$250.00. Mary Ann will check on this.

FINAL CONCLUSION: Until November 9, 2022, town hall staff will handle the booking of the building. The rates are \$100.00 per private party and \$50.00 per non-profits (can be adjusted by staff) for single day usage.

This will be revisited on November 9, 2022, and changed accordingly.

MANOR HOUSE AGREEMENT

Artie questioned whether the building is solely going to be used by Boy Scouts. Ron Layman stated that this is a Walkersville Parks building and can be opened for public use. The two rooms on the main floor can seat 30 people. It is not handicapped accessible or contain handicapped restrooms.

Ron Layman Report – There is a town budget for the house. There are persons who want to donate money but the Manor House related Historical Society account needs to be restarted. There is a plaque on the wall from the Frederick County Historic Society Foundation. It was questioned if this was still active. Sean, Town Manager, texted into Mary Ann that we are no longer registered.

Mary Ann will talk to the Burgess about the above.

TREES AT HERITAGE

On May 14, 2022, 40-50 trees of various varieties will be planted at Heritage Farm Park on the ridge by the Frisbee golf course (parallel to the stream). Dakota from McClintock Distillery presented his generous contribution and Kelly and Ryan, town staff, will choose the specific areas for planting.

GVAA REPORT

This was given by Laura Lebo, treasurer of GVAA, in the absence of Michelle Fyock.

Spring sports are underway. Fall sports registration is currently being taken.

A roof replacement is needed on the shed and shelves installed.

Appreciates the new park hours signs, gives clarity.

There were some usage agreement questions:

1. Laura wonders if the current Usage Agreement will need changed since the community can now rent the building. Mary Ann stated that the change is only in the hours.
2. Laura wanted to know how GVAA requests usage of the building during assigned GVAA hours. "Make a request to the town," per Mary Ann. That way it gets on the calendar.
3. Laura wanted to know if the time period requested by GVAA is their hours, would the town not approve for any reason. Answer is "no."

Laura is aware and will pass along to GVAA the need to preplan and check the calendar of events for the W/Z building prior to accessing their storage units.

Mary Ann had a concern for GVAA. There is a random tire off the football and lacrosse practice fields. Also, there is a piece of silver metal around the tree area. Mary Ann requests these to be consolidated/cleaned up.

NEW BUSINESS

1. The town received two complaints about the Civil War reenactors at Community Park recently. The residents want to be warned ahead of time because of the extra noise. A citizen in the park was told she could not use the bathroom. Mary Ann will contact the lead person for the request of usage to discuss above. Perhaps, if they want to book the park again, a Porta Pot should be rented for their use, or deny the request altogether.
2. The Community Park Bridge update - Eagle Scout project. Paul Johnson has obtained \$350.00 towards his \$2,000 requests to build the bridge on Go Fund Me. He was told that if he obtains the \$2,000 by fundraising, the town would pay extra to get Trex. The town staff has already put in the new footers for the bridge.

KELLY REPORT

1. 37 yards of rubber mulch has been applied to the playgrounds. It was questioned why rubber mulch is used since wooden mulch is ADA compliant. This might be changed out in the future since this year has been completed.
Mary Ann stated that "Pour in Place" would be a good alternative but expensive. Could apply for county funds another year.
2. The water fountains are turned on.
3. Heritage bathroom had a broken sewer pipe. Gladhill Plumbing used a pipe/sewer camera and the source of the leak was found. Fixed and repaired.
4. The new parks hours signs are up.
5. The tables under the pavilions are being moved outside on the grass, rained upon. Unsure who is doing this and why. Mention of chaining the tables to stabilize was mentioned.

COMMISSION REPORT

Anna Newman said that her term is coming to a close and she has written a letter to the Commission and Commissioner to reapply.

PARKS USE REQUESTS

Key City Foundation has withdrawn their application for July 9-10, 2022, due to the fact they found another venue.

RON LAYMAN

1. The progress is slow at the Manor House.
2. The shed close to the house is rotten and will be refurbished/rebuilt using similar wood he obtained recently from a farm. It will look the same.
3. The Manor House windows are being redone and the glass reconditioned.
4. As an Eagle Scout project, window wells might be installed under the windows. It has been mentioned from Ron to a scout as a possibility.
5. Ron is working on the medallions.

The meeting was adjourned at 8:10 p.m. Pat motioned, seconded by Anna and approved by all.

The next commission meeting will be held on Wednesday, June 1, 2022 at 7:00.

Respectfully submitted,

Kitty Baker
Secretary