



**Parks and Greenways Board
Regular Meeting Minutes
May 13, 2025 – 9:30 AM**

Vice Chair Judy Lyons called the meeting to order at 9:33 AM on Tuesday, May 13, 2025.

In attendance were:

Judy Lyons, Vice Chair/Acting Chair
Pat La Salle, Secretary
Denise Layfield
Todd Plessel
Ann Waring
Paula Bailey
John Glover
George Banta, Commissioner and Council Representative
Bryan Hensley, Park Technician
Aaron Hollis, Assistant Town Manager/Zoning Officer

PUBLIC COMMENT

None

APPROVAL OF AGENDA

With the addition of a New Business item to discuss the Centennial Flower Bed, the agenda was unanimously approved on motion by Pat and second by Denise.

APPROVAL OF REGULAR MEETING MINUTES (04/08/2025)

The minutes were approved on motion by Denise and seconded by Pat.

OLD BUSINESS

- **Volunteer Appreciation Event** – currently scheduled for June 5, 2025, from 5:00 PM to 7:00 PM at Trailside Brewing Company. A new/different mechanism for handling expenditures was communicated by Judy. Rather than submitting receipts for reimbursement, all requests must be submitted to Stephanie Banks (Town Clerk) for forwarding/payment by Courtney Kidd (Town Finance Officer). As custodian of a Town credit card, Bryan Hensley, is authorized to pay/pickup regular P&G purchases. The Board believes this may prove unwieldy when making purchases such as flats of plants or trees, but the agreed to comply. The Volunteer Event requires follow-up:
 - Trailside needs to be informed and paid (Judy to speak with Stephanie)

- Event needs to be “advertised” on Blackboard, social media, etc. Note: It’s been advertised in the Town Newsletter and it’s on the LP website calendar.
- **2026 P&G Comprehensive Plan** – the how and why of the Plan was discussed along with the target date of October. There’s been no progress for the last month and the new Board members were asked to participate, if interested.
- **Review of Bylaws** – no documents were available to review. Aaron Hollis agreed to track down the approved version.
- **IPM Update** – Pat reported that the Bee Committee has discussed and reviewed the IPM. It is noted that the IPM is not a plan, but rather guidelines that would like to be adopted by the Town. It will be presented at next month’s meeting.

NEW BUSINESS

- **Welcome New Members and Swearing In** - the 3 new members of the Board (Ann Waring, Paula Bailey and John Glover) were warmly welcomed and appreciated for their willingness to serve the Town. There is a formal document that each will be asked to sign for the Town records.
- **Centennial Flower Bed** – Judy reviewed the plan for the bed including the placement on the 5th Avenue berm. She intends to procure the plants for the bed from Linda’s Plants and Shrubs in the next week or two (weather dependent) and will be looking to get these planted soon thereafter.

PARK TECHNICIAN’S REPORT

Bryan reported that most of recent efforts have been on mulching and re-seeding. He reported that the irrigation system at Jump Off Rock has been vandalized and needs to be repaired. The paths in Laurel Green Park have eroded and the rock dust washed away due to the recent rains. The Board needs to consider an alternative that would entail less maintenance and Bryan agreed to get an estimate for asphalt for inclusion in our 2026 budget. The Kids’ Park also needs attention with matting/padding required. The current Kids Mulch is not a good alternative due to cost and durability.

INVASIVE SPECIES COMMITTEE REPORT

The Board has not had representation from this Committee for some time. Paula Bailey has volunteered to be the liaison with this committee. A discussion of Canal Park as a demonstration of the end-to-end process for removing invasives at the root and replacing with native plant material was discussed. Pat agreed to write up the process along with pictures of the beginning and end states. It can serve as an example to landowners as to what is possible, especially providing direction such as “choose this, not that”.

BEE COMMITTEE REPORT

The latest initiative focuses around a Habitat Certification process.

BOARD AND COMMISSIONER COMMENTS

George reported that about 80% of the Ecusta Trail has been completed and paved between Laurel Park and Horse Shoe. He’s received an Amenities List from the Ecusta Trail Commission that depicts what is planned to be available and where. He will send a link when he can find a legible document. The Commission’s plans will bring to fruition features that Laurel Park has had under discussion such as bike racks, a bike repair station, etc. and without Laurel Park needing to

underwrite the cost – a certain win for our Town. The Ecusta Trail plans to include some plantings for areas such as near the synagogue on Glasgow Lane which lost a good deal of trees and other vegetation when the Trail route was prepared. However, no plantings in other areas are planned. The northeast corner of Laurel Green Park where the grounds slope down to Wash Creek will erode into the creek if not planted to stabilize the slope. The Board agreed to visit the area at our next Site Meeting at which time we should know where the boundary of the Park is to develop a plan to keep the slope intact.

ADJOURNMENT

There being no further business, Judy moved to adjourn at 11:11 AM, seconded by Denise and unanimously approved.

SITE VISIT

Starting at Laurel Green Park (northeast corner – near Southern Streams and the Ecusta Trail) and then proceeding to Canal Park – 05/22/2025 **3:30 PM** (Note: Special start time.)

NEXT REGULAR MEETING

Tuesday, June 10, 2025, 9:30 AM