

# Boonsboro Park Board

June 26, 2019

**Present:** Laura Schnackenberg, Isaac Whitmore, Chris Hawkins, Rich Hawkins, Sandra Shifler, Rick Weaver, Ethan Strickler

**Absent:** Greg Solberg, Jeff Davidson

The meeting was called to order at 7:03 by Chairperson Schnackenberg.

The May minutes were read and approved. Motion Rich, second Sandra, motion carried.

## **New Business:**

**Community Parks and Playground Grant:** Applications are now being taken for FY 20 - 21. Possibilities for this grant include: dog park, continue the walking trail, play equipment for older kids, and an arboretum. More discussion of possibilities for this grant at upcoming meetings.

## **Old Business:**

### **Independence Day Celebration - July 3**

Everything has been taken care of and we're ready to celebrate.

### **Concerts for 2019**

June 14 - South Mountain Breed

June 29 - The Cruisers

July 14 - South Mountain Jam

July 26 - The MillDudes

August 4 - Williamsport Community Band

August 10 - US Army "Downrange"

August 24 - US Navy Band "Navy Cruisers"

September 1 - Mason Dixon Barber Shop Chorus

### **Movies**

It was suggested that a sign to advertise the movies **not** be put in the old park because it has caused confusion about where the movie is being shown. It is suggested that the signs be put near the Police Station and at each end of town. Also more media coverage for the movies is needed.

### **Born Learning Trail**

Town Council is on board with this project. Laura will be in touch with the new person in charge to get additional information.

### **Grant Purchases**

The shade structure and benches have been funded and purchased. Installation will be completed soon. The handicap swing still needs to be ordered.

### **Strategic Plan**

More discussion on this plan will be at the July meeting. Possible considerations would be some of the things we discussed for the Community Parks and Playground Program.

### **Discussion**

It was suggested that any new trash/recycling containers have a picture of what goes inside in addition to the words. This would benefit younger children using the containers.

Chris and Rich treated the maintenance guys to a cookout in May. This was a thank you for all the help they give us during the year. They appreciated our thanks.

### **Town Updates**

Budget was approved, Commission on Aging will not be charged for using the Community Center, sanitation fee will increase \$5 a quarter.

Motion to adjourn Rich, second Isaac, meeting adjourned at 8:15.

**Next meeting July24.**

Respectfully submitted,  
Sandra Shifler  
Secretary

**BOONSBORO ECONOMIC DEVELOPMENT COMMISSION  
MEETING MINUTES  
JUNE 26, 2019**

The Boonsboro Economic Development Commission met on June 26, 2019 at the Kauffman Annex. In attendance: Chair George Messner, Vice chair Terri Packard, Secretary Vickie Messner, Commission members Carol Blessing, Robin Spires, and acting liaison Ray Hanson.

Guest Brittney Foertschbeck representing Plamondon Hospitality Partners (Courtyard Marriott) indicated she will be sending hotel guests to Boonsboro and South County for dining, shopping, and tourist activities.

**The minutes** from the April 24, 2019 meeting were approved as written. Motion to accept: T. Packard, Second: C. Blessing. Motion carried.

The next **Networking Breakfast** is scheduled for Thursday, July 18, 2019 @7:30 AM at Vesta. Notification will be sent by July 11<sup>th</sup>, reservations requested by July 15<sup>th</sup>. Tyler Hornbecker representing Edward Jones Investment will be the speaker. Future speakers: September- Audrey Vargason (CVB), November- Bernadette Wagner (Prime Time for Women), January- Heidi Bodenheimer (Heidi Bodenheimer Health Services).

**Old Business**

**Tourism website**

The Commission recommends the Council accept the RFP proposal from Skipjack Web Services to create and maintain a Boonsboro tourism website. Motion to accept bid: T. Packard, Second: R. Spires. Motion carried.

The Commission recommends tabling the RFP for the Impact Study.

**Advertising**

On August 1, V. Messner will begin contacting businesses and organizations for events and activities for the Fall/Winter rack card. Deadline for submitting information is August 31. Rack cards must be ready for inclusion in third quarter utility billing.

**Second Saturday**

Each business or organization participating will be responsible for their activity. Suggestions include music at Inn Boonesboro, wrap up for the Farmer's Market, costume contest for children (the October 12 date occurs close to Halloween) sponsored by the EDC.

**2020 Budget**

Recommendations for the 2020 EDC budget were approved by the Council.

**Planters**

C. Blessing has contacted Nature Boys Landscaping to change urns to summer flowers.

**New Business**

**Financial budget- end of fiscal year 2019**

It was determined the EDC finances were within the parameters of the 2019 budget.

**New Business Activity**

Mini Mart and Spirits 23 South Main Street

Real Estate Group 10 South Main Street (to open soon)

It was noted work on the round- about is near completion.

**Term renewal**

The Commission recommends the Council consider the renewal of Terri Packard's term of office for three more years. Motion: V. Messner, Second: C. Blessing. Motion carried.

**Strategic Plan- Mission Statement**

Several change and addition recommendations were made to the mission statement. It was advised to revisit the draft at the August meeting before presenting a completed document.

Kristin Bowl attended the Jefferson County Tourism Summit in May. She submitted an email report which can be helpful in determining elements for the strategic plan.

**Next meeting: August 28, 2019**

Motion to adjourn: T. Packard, Second: R. Spires. Motion carried.

Adjournment: 10:45 AM

Submitted:

*Vickie Messner,*

Secretary

**Draft**  
**Town of Boonsboro**  
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**MINUTES OF A MEETING OF THE ENVIRONMENTAL COMMISSION**  
**TUESDAY, June 11, 2019**

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**PRESENT:** *Commission Members:* Chairperson Kathy Vesely, Vice Chairperson Laura Schnackenberg, Amy Jones, Jessica Renner, Leah Grasso, Town Council Liaison Terri Hollingshead

**ABSENT:** Anthony Dowell, Scott McIlwee, Alison Preston

**PRESIDING:** Chairperson Vesely called the regular meeting to order at 7:29 PM.

**APPROVAL OF MINUTES:** May 14, 2019 minutes were reviewed and approved with correction.

**NEW BUSINESS:**

**Planters:** Chairperson Vesely introduced the idea of large, low planters to be placed throughout the town, possibly planted with native, drought tolerant plants, or watered via collected rainwater.

**Strategic Plan:** Alison Preston created a month-by-month plan for developing the BEC Strategic Plan. June's discussion topic focuses on the monthly agenda and the mission statement of the BEC. The commission voted to approve the month-by-month plan and to accept the mission statement as it is currently written. Moving forward "Strategic Plan" will be a line item on the monthly BEC agenda.

**SUBCOMMITTEE REPORTS:**

**Farmer's Market** – Dog appreciation night was last week, and featured free treats from Durango Dog Company for all of the canine visitors! The Farmer's Market committee is actively recruiting new vendors. There is the possibility for additional vegetable vendors, a soap vendor, and a honey vendor. The Market currently has eight regular vendors. The next Farmer's Market "event night" will be in July. The committee tries to have additional "drop-in" vendors on event nights.

**Waste Reduction** – No report.

**Trees** – No report.

**Public Education/Outreach** – No report. Chairperson Vesely shared a flyer from Sacred Roots Herbal Sanctuary as a potential guest speaker.

**Green Team** – No report.

**Monarch Butterfly** – The Monarch Butterfly Waystation is looking good! It's very full and not weedy. Some seating has been added to the garden as well.

## **TOWN UPDATE:**

Town Liaison Hollingshead shared highlights from the Council's 6/10/19 meeting, including passing the town budget with a \$5 increase to the quarterly sanitation fee. The increase is to offset increased tipping fees due to glass no longer being accepted for recycling.

## **COMMISSION MEMBER COMMENTS:**

- The BEC voted to move the start time of their regular meetings to 7:30 pm during Farmer's Market season to accommodate those BEC members involved with the market on a week-to-week basis.
- The BEC discussed implementing some sort of "yard of the month" program to town residents. Criteria to be determined, but possibly something like "Bay Scaping". More discussion to follow at a future meeting. If the Washington County Master Gardeners are still involved with the Bay Scaping program, it may be valuable to schedule them for an educational meeting.

**ADJOURN:** The meeting was adjourned at 8:13 PM.

**Respectfully submitted by  
Amy Jones, BEC Secretary**

**\*Next meeting: TUESDAY, July 9, 2019 – Boonsboro Town Hall. Regular meeting at 7:30.**

*Any person desiring a transcript of tonight's meeting shall be responsible for a competent stenographer. Items on this agenda are subject to change at the discretion of the Chairman.*

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