

**Parks, Trails and Open Space Committee  
Meeting Agenda**

**Tuesday, May 4, 2021**



Due to COVID-19, and pursuant to the Town's Electronic Participation Policy,  
the meeting will be conducted via a virtual meeting portal

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87205486868?pwd=R0lFOE9CMzFUQjU5OUV2RmFhbjBzZz09>

Meeting ID: 872 0548 6868

Passcode: 780281

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**5:30 p.m.**

**CALL TO ORDER**

**ROLL CALL** Jared Coburn, Lois Ziemann, Councilor Angela Ferrelli, Sue Husch, Erin Smith, Nick Williams, Robb Austin

**ADDITIONS TO AGENDA**

**NEW BUSINESS**

Item 1 – Approval of Minutes from March 3, 2021 Meeting

Item 2 – Update on Heritage Park Improvements Project

Item 3 – Update on Review of Town's Landscaping Regulations

Item 4 – Discussion on Parks and Trails Map Project

Item 5 – Discussion regarding Water Restrictions and "*Water Conservation Tips for Residents*"

Item 6 – Discussion regarding New Membership and Committee Formalization

**ADJOURNMENT**

# AGENDA ITEM #1

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PARKS, TRAILS, AND OPEN SPACE COMMITTEE  
MEETING MINUTES  
MARCH 3<sup>RD</sup>, 2021  
6:00 PM

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Due to CoVID-19 this meeting will be held online via Zoom Meetings

Join Zoom Meeting

<https://us02web.zoom.us/j/86722715710?pwd=bTNhZEVKSXJxemtqdlNueVJnVnRmUT09>

Dial by your location

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 876 9923 US (New York)

+1 312 626 6799 US (Chicago)

Meeting ID: 867 2271 5710

Passcode: 367919

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Committee Present: Jared Coburn, Sue Husch, Erin Smith, Robb Austin.

Town Staff: Chase Jones

I. Call to Order

*6:07pm*

II. Approval of Meeting Minutes from January 5, 2021

*Sue Husch moved to approve the minutes from Jan 5, 2021.*

*Jared Coburn seconded*

*All present voted in favor*

III. Heritage Park Lease and RFB for Phase 1 and Phase 2 Improvements

*Chase gave the committee a brief update on Heritage park and the Visitor Center. The Railroad Museum left last fall and the Chamber has officially taken over the lease. The Town is working with the Chamber on some possible building improvements. An RFB to complete Phase 1 and Phase 2 improvements to the surrounding grounds was released today and can be seen on the Town's website.*

IV. Committee and Staff Transitions

*Chase was recently approached by a member about the possibility of appointing another member. The Town Manager is planning to speak with Town Council in the near future about how they'd like to handle various committees and tentatively create by-laws, due-to-this, Chase requested to hold of on any appointments for the time being.*

*Committee member Eric Johnson will be stepping down from his role on the Town Council. Getting an active TC representative on this committee will be brought up in future TC meetings.*

*Shay Coburn, the Town Planner, recently left her position with the Town. A contract planner is being utilized by the Town until her position is filled. The Town Manager will field any questions in the meantime.*

*Chase Jones, the Public Works Supervisor and staff representative and organizer of this committee, will also be stepping down from his position on March 5<sup>th</sup>, 2021. He expressed his gratitude and thanks to being able to work with this group.*

V. Landscaping Regulation Update

*The Planning Commission has been working to update landscaping regulations in Town. They have made substantial progress and are planning to solicit for feedback later in the process. Erin Smith shared that she had already been contacted for input being a local landscaper and noted that her recommendations were taken seriously and she could see the impacts.*

VI. New Business

*Sue Husch noted that some streetscape trees, particularly along Sherman, could use a trimming. There is a Main Street program that may have funding available to accomplish this work.*

*Robb Austin inquired about a large tree in SW Hartwell that had previously been pressured to be removed or topped. Chase shared that the Century Link Communications dish that was the cause of this was able to be moved higher on the tower so the tree is no longer in the utilities direct line of sight. This change means that mitigation is no longer required at this time. Chase also mentioned that many of the Cobra cables utilized for tree support will be replaced this year.*

*The presence of a tree house in Cottonwood Creek at the end of Amy Way was brought up and its removal questioned. Chase is to discuss with the Town Manager.*

VII. Old Business

*The mayor was successful in talking with a local resident who may be able to turn water into Cottonwood Creek during the summer to help water the trees. Unfortunately, staff has not been able to connect with this individual and discuss details.*

VIII. Adjourn: 6:38pm

## AGENDA ITEM #5

One of the best I found (so far): <https://wateruseitwisely.com/100-ways-to-conserve/>

## **Water Conservation Tips for Residents**

[https://www3.epa.gov/region1/eco/drinkwater/water\\_conservation\\_residents.html](https://www3.epa.gov/region1/eco/drinkwater/water_conservation_residents.html)

### **For Every Room in the House With Plumbing**

- Repair leaky faucets, indoors and out.
- Consider replacing old equipment (like toilets, dishwashers and laundry machines).

#### **In the Kitchen**

- When cooking, peel and clean vegetables in a large bowl of water instead of under running water.
- Fill your sink or basin when washing and rinsing dishes.
- Only run the dishwasher when it's full.
- When buying a dishwasher, select one with a "light-wash" option.
- Only use the garbage disposal when necessary (composting is a great alternative).
- Install faucet aerators.

#### **In the Bathroom**

- Take short showers instead of baths.
- Turn off the water to brush teeth, shave and soap up in the shower. Fill the sink to shave.
- Repair leaky toilets. Add 12 drops of food coloring into the tank, and if color appears in the bowl one hour later, your toilet is leaking.
- Install a toilet dam, faucet aerators and low-flow showerheads.

#### **Laundry**

- Run full loads of laundry.
- When purchasing a new washing machine, buy a water saving model that can be adjusted to the load size.

#### **Outdoors**

- Maximize the use of natural vegetation and establish smaller lawns. For portions of your lot where a lawn and landscaping are desired, ask your local nursery for tips about plants and grasses with low water demand (such as creeping fescue). Consider planting more trees, shrubs, ground covers, and less grass. Shrubs and ground covers provide greenery for much of the year and usually demand less water. Use native plants in flower beds. Native plants have adapted to rainfall conditions in New England and often provide good wildlife habitat. Cluster plants that require extra care together to minimize time and save water.
- When mowing your lawn, set the mower blades to 2-3 inches high. Longer grass shades the soil improving moisture retention, has more leaf surface to take in sunlight, allowing it to grow thicker and develop a deeper root system. This helps grass survive drought, tolerate insect damage and fend off disease.
- Only water the lawn when necessary. If you water your lawn and garden, only do it once a week, if rainfall isn't sufficient. Avoid watering on windy and hot days. Water the lawn and garden in the morning or late in the evening to maximize the amount of water which reaches the plant roots (otherwise most of the water will evaporate). Use soaker hoses

to water gardens and flower beds. If sprinklers are used, take care to be sure they don't water walkways and buildings. When you water, put down no more than 1 inch (set out a empty cans to determine how long it takes to water 1 inch) each week. This watering pattern will encourage more healthy, deep grass roots. Over-watering is wasteful, encourages fungal growth and disease, and results in the growth of shallow, compacted root systems that are more susceptible to drought and foot traffic. If an automatic lawn irrigation system is used, be sure it has been properly installed, is programmed to deliver the appropriate amount and rate of water, and has rain shut-off capability.

- Apply mulch around shrubs and flower beds to reduce evaporation, promote plant growth and control weeds.
- Add compost or an organic matter to soil as necessary, to improve soil conditions and water retention.
- Collect rainfall for irrigation in a screened container (to prevent mosquito larvae growth).
- When washing a car, wet it quickly, then use a bucket of water to wash the car. Turn on the hose to final rinse (or let mother nature wash your car when it rains).
- Always use a broom to clean walkways, driveways, decks and porches, rather than hosing off these areas.

[https://thewaterproject.org/water\\_conservation\\_tips](https://thewaterproject.org/water_conservation_tips) My fave tip from this site - Do not over-water in anticipation of a shortage. Soil cannot store extra water.

<https://www.erc-co.org/10-simple-ways-save-water-home/>

[https://glenwoodchamber.com/water-conservation-tips-flyer\\_english/](https://glenwoodchamber.com/water-conservation-tips-flyer_english/)

### **Landscape water saving:**

The Moab Information Center in downtown Moab has Xeric landscaping and plant identification markers/signage and a brochure so people know some of the variety of plants that are included in water saving landscapes. I would love to incorporate something like this in the new Heritage Park site!

<https://themicrogardener.com/ten-water-saving-tips-for-your-garden/>

<https://lifescapecolorado.com/2015/06/water-saving-tips-for-water-wise-landscapes/>

<https://www.epa.gov/sites/production/files/2017-02/documents/ws-ourwater-colorado-state-fact-sheet.pdf>

<https://www.flagstaff.az.gov/1031/Water-Saving-Tips>

Flagstaff has a cool Xeriscape garden next to city hall. This garden demonstrates water conservation through proper irrigation methods, native low-water-use plants, and green infrastructure landscape design. It was funded by the U.S. Bureau of Reclamation (Water Conservation Field Services Program, Phoenix Area Office) and the City of Flagstaff.