

Minutes of a meeting of the Seekonk Meadows Management Committee

July 8, 2010

7:00 pm

Attendance

Members Present: Dave Cabral, Cynthia Corbett, Rob Emlen, Cheryl Faria, Chris Halkyard, Dave Pinsonneault

Members not present: Larry Hindle Bob McKenna

Also present: Carol Bragg, Maureen George, Doug Knotts / Premiere Park & Play

Minutes

There having been no quorum at the final meeting of the Planning Committee on June 23, the minutes of that meeting were distributed but were not introduced for approval.

Play Area

Chris introduced Doug Knotts from Premiere Park & Play, who presented designs for the play area using recycled materials in conformance with various state and federal codes. He gave a price of approximately \$50,000 to supply and deliver the components in his design, and described a "Community Build" plan by which local volunteers save approximately \$10,000 to \$20,000 in labor costs by constructing the play area under company supervision. At the end of his presentation Doug asked if the committee would be willing to sign a "letter of intent" to use Premiere Park & Play. Committee members were favorably impressed with his presentation but were unsure if they were required to solicit competitive bids or if they had the authority to sign the letter he had brought with him. Instead, committee members passed a resolution unanimously recommending to the Library Board that Premiere Park & Play be selected as authorized contractor for this job. Doug said that Premiere Park & Play is on the state bid list.

PR/ Fundraising

Cheryl introduced Maureen George, the fundraising consultant hired by the Library Board to help raise money for the Meadows construction. Maureen said that she expected to be working on the Meadows project for approximately three months, and would welcome suggestions for prospects she could approach. Among the points she made in her presentation was that discussions about strategies for approaching specific donors would be confidential and not shared with committee members, and that strategies about who would accompany her on solicitation visits had not yet been determined. All agreed that the committee needed to have a clear schedule of timing and priorities in place before we asked Maureen to begin fundraising, so that she could present a clear message to prospective donors about plans for the Meadows.

All present agreed that building the amphitheater should be a priority, followed by site plantings. Carol Bragg said that a campaign to name the amphitheater in Bill Harley's honor would be so popular with people both in and out of town that it would raise all the funds for its construction.

Rob made his monthly plea that we restrict donor-recognition plaques to one prominent panel inside the building and not place individual plaques on structures around the site. It is his opinion that individual plaques out-of-doors are needlessly expensive to create and maintain, and divert much-needed funds from the actual mission of the Meadows project.

Governance

At this inaugural meeting of the Seekonk Meadows Management Committee Cheryl was elected chair, Dave Cabral was elected vice chair, and Rob was elected Secretary.

Meadows Development

Cheryl distributed a copy of an email from Roger Alcott at Weston Sampson, our consulting engineers, giving the status of the DEP permit as of July 8. Our approval letter has been finalized and is awaiting one last signature. Delivery of the permit is expected within a few days.

Cheryl is going to try to determine whether or not we are required to seek competitive bids for expenditures over \$25,000.

Dave Cabral says we have an opportunity to purchase a gazebo at an advantageous price if we buy it before September 30.

Mission Guidelines/Copy for Sign

The project architect Mark Mazzarelli has a consultant who can advise on signage for the Meadows.

Next meeting

August 12. Rob will be unable to attend.

The meeting was adjourned at 8:30. P.M.
Minutes recorded by Rob Emlen