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Parks & Recreation Advisory Board

AGENDA

June 4, 2025 10:30 AM

Spencer Town Hall

420 South Salisbury Avenue

Call to Order	Bob Pendergrass, Chairman
Adoption of Minutes of May 7, 2025 Meeting	Pendergrass
Grants Creek Greenway Presentation	Steve Blount, Town Planner
PRAB By-laws Adoption Report	Ward / Morris
Trail Signage Study	Pendergrass / Morris

Other business

Update of Spencer Town Park Capital Campaign
Town Park Opening Ceremony – June 28, 2025 @ 4:00 PM
Active Living Coordinator Position Update
Items for Discussion by Board Members
Update on Summer Activity Program
Update on Grants Creek Blueway
Update on Great Trails State Grant

Next meeting date July 2, 2025 (?) 10:30 AM Town Hall

Adjournment

MINUTES
Spencer Parks & Recreation Advisory Board
Regular Meeting
May 7, 2025

The Town of Spencer Parks and Recreation Advisory Board (PRAB) met in regular session in the Hilda B. Palmer Board Room at the Spencer Town Hall on Wednesday, May 7, 2025, at 10:35 a.m.

Present were: Chair Bob Pendergrass
Vice Chair Dionne Dixon
Secretary Vivian Koontz
Member Jim Gobbel
Member Jack Moore
Alternate Phip Sparger

Also present were: Town Clerk Anna Kanode Ward, and Special Projects Planner Joe Morris.

Chair Pendergrass called the meeting to order.

APPROVAL OF MINUTES

Action

Member Gobbel moved to adopt the minutes for the April 16th meeting as presented. Vice Chair Dixon seconded the motion, which carried by a vote of 6 – 0.

BY-LAWS PRESENTATION

Special Projects Planner Morris presented the PRAB by-laws draft and answered questions from the Board. Topics discussed included attendance and correcting the meeting schedule listed in the by-laws.

Action

Vice Chair Dixon moved to adopt the by-laws with the correction that Board shall meet on the first Wednesday of each month. Member Gobbel seconded the motion, which carried by a vote of 6 – 0.

OTHER BUSINESS

- Special Projects Planner Morris presented the draft PRAB by-laws and answered questions from the Board.
- Special Projects Morris outlined plans for the upcoming Spencer Town Park Opening Ceremony on June 28, 2025.
- Town Clerk Ward provided an update regarding the Active Living Coordinator position hiring process.
- Board members discussed some goals for the upcoming year including: ways to quantify their success as an advisory board; options to bring back the 9 – 1 Program; repairs needed at the 8th Street Ballpark; a contract with the local league for use of the 8th Street Ballpark; potential need for adjustments to permits, reservations, and policies for use of various Town parks and facilities; the

need for an event calendar created by the Advisory Board; repairs needed at the Spencer Public Library and Library Park; and Stanback Educational Forest trail signage improvements.

- Special Projects Planner Morris provided the Board with updates on the Grants Creek Blueway and the Great Trails State Grant application.

ADJOURNMENT

Member Moore moved to adjourn the meeting. Member Gobbel seconded the motion, which carried by a vote of 6 – 0. The meeting stood adjourned at 11:35 a.m.

Approved by:

Attest:

Bob Pendergrass, Chair

Anna Kanode Ward, Town Clerk

DRAFT