

**Informational and Fact Finding  
Tassel Top Board Meeting Minutes**

July 23, 2019

1:01pm – 1:55pm

<b>I. Call to Order</b>	
<b>a. Roll Call</b>	<ul style="list-style-type: none"> <li>i. The Tassel Top Board Meeting to discuss the recent suggestion made to place a public playground on Tassel Top Park property, was held July 23, 2019 from 1:01pm to 1:55pm</li> <li>ii. Attendants of the meeting were: Sue LaMarre, Stephen Crocket, Phyllis Burnham, Wendy Thoren, Nancy Yates, Don Willard, Teresa Sadak, Marshall Bullock, Nathan White, and Shauna Peffer</li> <li>iii. Stephen called the July 23, 2019 meeting to order at 1:01pm</li> </ul>
<b>b. Chairperson’s Report</b>	<ul style="list-style-type: none"> <li>i. No news to report at this time</li> </ul>
<b>c. Welcome Back Everyone</b>	<ul style="list-style-type: none"> <li>i. Old Business               <ul style="list-style-type: none"> <li>1. No old business at this time</li> </ul> </li> <li>ii. New Business               <ul style="list-style-type: none"> <li>1. Recent suggestion made to place a public playground on Tassel Top Park property</li> <li>2. Question and answer – no decisions to be made                   <ul style="list-style-type: none"> <li>a. Handouts for review:                       <ul style="list-style-type: none"> <li>1) Town or Raymond Tassel Top Property (The “Hall Property”) Management Philosophy &amp; map of 302 Tassel Top Park Trails</li> </ul> </li> <li>b. Open discussion along with Q&amp;A                       <ul style="list-style-type: none"> <li>1) Marshall provided history about Mike Reynolds, who was on select board, wanting to enhance town managed land                           <ul style="list-style-type: none"> <li>- Mill St. property developed as much as possible</li> </ul> </li> <li>2) Playground equipment                           <ul style="list-style-type: none"> <li>- Playground equipment was purchased for Mill St. playground, but due to site, will not be able to be placed there</li> <li>- State was asked to visit Tassel Top Property by the Town of Raymond to determine if playground could be placed near entrance to park</li> <li>- Structures would include swings and climbing unit</li> </ul> </li> <li>3) State visit to Tassel Top Property                           <ul style="list-style-type: none"> <li>- State owns Tassel Top property, leases property to Town of Raymond and usage is overseen by Tassel Top Park Board</li> <li>- In 1991 State purchased land and renews 100 year lease every 20 years</li> <li>- State and Fed came to look at Tassel Top property to review land for natural recreation facility vs standard playground</li> <li>- The walk through was very friendly</li> </ul> </li> </ul> </li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- State was very happy with Tassel Top Park and felt that facility was beautiful and wants trails to be developed for better public use</li> <li>- State said that just having conventional trails is no longer working</li> <li>- Gates can't be locked to prohibit trail usage</li> <li>- Determined trail usage cannot have charge, admission can only be charged for beach section of Tassel Top Park</li> <li>- Trails must be open for year-round access</li> <li>- Only beach can be closed off season</li> <li>- If compliance isn't met, the State will force compliance</li> <li>- State brought up pricing difference for Raymond residents vs. non-Raymond residents and stated that Raymond residents must have a cost difference</li> </ul> <p>4) Q: What is amount of footage for playground</p> <ul style="list-style-type: none"> <li>- No exact footage at this time</li> <li>- Play structures will be spread throughout trail system</li> <li>- Current playground equipment intended for Mill St. playground is not natural in appearance</li> <li>- Playground equipment will be open for unrestricted use to public, not just for Raymond residents</li> </ul> <p>5) Originally town wanted to add a small playground, after talking with the state found out that the State wants the land utilized</p> <ul style="list-style-type: none"> <li>- State will match grant money by covering ½ the cost making the addition of playground equipment ½ of the cost</li> <li>- Have ability to tie in different grants</li> <li>- The land usage would be eligible for its own grant while the beach would also be eligible for its own grant</li> <li>- The State is charging the Town of Raymond to come up with a plan for better utilizing the land and the Town of Raymond will work with Tassel Top Park Board to develop plan</li> </ul> <p>6) How Town of Raymond would like to proceed</p> <ul style="list-style-type: none"> <li>- Utilize available space for parking – want to keep parking as natural as possible and not disturb the land by clearing an area for a parking lot</li> <li>- No specified amount of required parking spaces for trail usage – 15 car maximum is expected</li> <li>- Town will hire architect to develop plans to meet the State and Town of Raymond's needs to better utilize the trails</li> </ul> <p>7) Discussed suggestions</p> <ul style="list-style-type: none"> <li>- Move Tassel Top Park entry gate into park 500 ft</li> </ul> <p>8) Q: What to do with congestion of cars entering or cueing to enter park and will a traffic light be placed at entrance</p> <ul style="list-style-type: none"> <li>- Issue has been made aware</li> <li>- Phyllis has been trying to help with use of her property</li> </ul>
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	<ul style="list-style-type: none"> <li>- There have been numerous times that Ranger Sue has been unable to drive up to gate due to car traffic</li> <li>- State will not approve traffic light at entrance to Tassel Top Park and Wind in the Pines</li> </ul> <p>9) Q: Can crosswalk be installed to Tassel Top Park</p> <ul style="list-style-type: none"> <li>- The town applied for a crosswalk in the shopping center area, was unsuccessful having one approved</li> <li>- Suggestion made that if Tassel Top trail system became part of the official trail system then a crosswalk may get approved</li> <li>- State would take on crosswalk cost</li> </ul> <p>10) Q: Has notifying the State and having them visit property opened a can of worms</p> <ul style="list-style-type: none"> <li>- The current recommendation by the State would have been made in the near future</li> <li>- Since the lease would be due for review in July of 2021, a walk-through of the property would have been done one year prior to review and suggestion would have been made then</li> </ul> <p>11) State made three recommendations that need to be addressed immediately at Tassel Top Park</p> <ul style="list-style-type: none"> <li>- The brick work that acts as a retaining wall for entrance at dirt walkway to beach needs to be reworked to be more handicap accessible</li> <li>- Two handicap spots need to be created in the upper parking area</li> <li>- Railing at bottom of wooded walkway needs to be rounded off so there's no potential for injury</li> <li>- Additional recommendation: no trespassing signage at gate needs to be removed</li> </ul> <p>12) Q: How will land/trail system be used</p> <ul style="list-style-type: none"> <li>- Discussed not wanting snowmobiles to access trails due to damage that was done in past when snowmobiles were allowed to use trails</li> <li>- Discussed year-round use to include cross-country skiing and snowshoeing</li> </ul> <p>13) Q: Could playground structure that was purchased for Mill St. be placed at library</p> <ul style="list-style-type: none"> <li>- No, due to lack of space at library</li> <li>- Town of Raymond will work to find a space for playground equipment</li> </ul> <p>14) The Tassel Top Park Board has been charged with developing a plan that they would like to see happen for the trail and park usage</p> <ul style="list-style-type: none"> <li>- Discussed how Tassel Top Park will need to determine fee schedule and suggestion made for Maine resident vs. non resident pricing since Maine State taxpayer money goes towards Tassel Top</li> </ul>
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	<p>15) Overseeing trail system and playground</p> <ul style="list-style-type: none"> <li>- There will not be anyone hired to oversee trail system and playground, staff would remain at the current staff coverage</li> </ul> <p>16) Communication with the State about improvements</p> <ul style="list-style-type: none"> <li>- Teresa has been in contact with the State and notified them about the July 23, 2019 meeting</li> </ul> <p>17) Q: What will liability be for playground equipment played on or throughout Tassel Top Park trail system</p> <ul style="list-style-type: none"> <li>- Liability is covered by Town of Raymond under “tort” law</li> <li>- There is no liability for regular play and use of trails and playground equipment</li> <li>- There is liability if equipment is broken and causes injury</li> </ul> <p>18) Q: Who will maintain the trails and equipment</p> <ul style="list-style-type: none"> <li>- Maintenance will be done by Town of Raymond</li> <li>- Outside of Tassel Top Park gate will be Town of Raymond’s responsibility and inside gate will be Tassel Top Park’s responsibility</li> <li>- Trail cost and maintenance will be Town of Raymond’s responsibility</li> <li>- Cost of Tassel Top Park beach and cabins will remain Tassel Top Park’s responsibility</li> </ul> <p>19) Q: How will trail system and Tassel Top Park be distinguished</p> <ul style="list-style-type: none"> <li>- Design options will be explored to keep trail system and beach section separate</li> </ul> <p>20) Q: Do changes to the Tassel Top trail system and park need to be made for the 2019 season</p> <ul style="list-style-type: none"> <li>- No, however the State does require that this process of division begins right away</li> <li>- Raymond will need to hold a public meeting to gather the Town of Raymond’s public interest and input</li> <li>- Public funding for the Tassel Top trail system will need to go before the board of selectmen as did the Mill St. playground</li> <li>- Tassel Top will need to hold a meeting as well to gather suggestions on structure</li> <li>- Hiring an architect will allow for a large range and scope of possibilities for natural play structures and utilization of the trail system</li> </ul> <p>22) Suggested that Tassel Top Board meets as soon as possible to gather ideas on land usage and provide those ideas to the architect</p> <ul style="list-style-type: none"> <li>- Ideas would need to be ready for mid-August</li> </ul>
<p><b>d. Motions and Agreements Made by the Board</b></p>	<p>i. None</p>

<b>e. Calendar</b>	i. None
<b>f. Adjournment</b>	i. At 1:55pm meeting closed between Sue LaMarre, Stephen Crocket, Phyllis Burnham, Wendy Thoren, Nancy Yates, Don Willard, Teresa Sadak, Marshall Bullock, Nathan White, and Shauna Peffer