

**MAYOR AND COMMISSIONERS  
TOWN OF NORTH EAST  
106 S. MAIN STREET  
NORTH EAST, MARYLAND 21901**

**Workshop Meeting – August 23, 2017**

Commissioner Kline called the North East Community Park Workshop to order at 5:08 P.M. Present were Commissioners Hilary A. Crothers-Moore and Paul A. Stark, Town Administrator Melissa B. Cook-MacKenzie, Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Kendrick Natale and Town Clerk Stephanie Racine-Dean. Due to work, Mayor McKnight entered the meeting at 5:20 p.m. Commissioner Eric Braley was absent from the workshop.

**OPENING COMMENTS**

Town Administrator, Melissa Cook-MacKenzie gave opening comments in regards to the ongoing work and proposed projects that are being done in the North East Community Park. The Maintenance Supervisor, Phillip Meekins provided the Board with a detailed status of his list and the list of items previously provided by Commissioner Braley. (Copies attached).

The Board concurred with the recommendation of staff to have the Maintenance Department add more topsoil, seed, and fence off the remaining bare areas in the park that has not generated grass from the department's previous efforts. Mrs. Cook-MacKenzie emphasized to the Board that this would not correct the drainage issue. To do that will require surveying, engineering, and permitting at a cost of more than \$50,000.

The Board concurred they need to adopt a policy for memorials placed by others at the park.

Mr. Meekins reported that the masonry work needed to the Gilbert Lighthouse Pavilion would need to be professionally done at an estimated cost of \$15,000.

The Board requested that Mr. Meekins provide to them his list with specific dates of completion.

Town Board Approved Minutes

With there being no further questions or discussion, the workshop ended at 5:40 p.m.

Attest:

Respectfully submitted,

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Robert F. McKnight  
Mayor

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Stephanie Racine-Dean  
Town Clerk