



**AMENDED AGENDA
PARKS & RECREATION AND HARBOR COMMISSION
November 14, 2017
MILLER COMMUNITY RECREATION CENTER, 130 GOSSE COURT
5:30PM**

- I. Approval of Agenda
- II. Consent Agenda
 - A. Action Item: Approval of Minutes of September 5, 2017 Meeting
*waive the reading, approve the minutes and place them on file
 - B. Action Item: Approval of minutes of October 3, 2017 Meeting
*waive the reading, approve the minutes and place them on file
- III. Presentation: Update of Waterfront Operations for the Season (verbal)
- IV. Public Forum (Time Certain 6:00PM, 3 min. per person time limit)
- V. Presentation: Great Streets **Street Design & Construction Standards**, Meagan Tuttle, Planning & Zoning (verbal)
- VI. Discussion Item: Meeting Start Time (verbal)
- VII. Discussion Item: Monthly Meeting Schedule (attachment)
- VIII. Update Item: Parks Foundation, John Bossange (verbal)
- IX. Director's Items
- X. Commissioner's Items
- ***** EXPECTED EXECUTIVE SESSION *****
- XI. Action Item: Conservation Legacy Funding Request: Elks Lodge Property (attachment)
- XII. Adjournment

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PARKS & RECREATION AND HARBOR COMMISSION
Minutes
November 14, 2017

Commission Present: Bossange, Kaplan, Hurley, Hale, Healy, Caesar and Montroll

Staff Present: Wight, Moreau, Kaeding, Frazitta and Putzier

The meeting was convened at 5:36 p.m. by Commission Chair Kaplan.

Kaplan had the group go around the table and introduce themselves.

Approval of Agenda

Motion made to approve the agenda by Hale, second by Healy, motion carried.

Approval of Consent Agenda

Hale read aloud with the motion included, motion made to approve the consent agenda by Healy, second by Caesar, motion carried.

Presentation Waterfront Operations for the Season

Moreau introduced herself and explained that she was also the Harbor Master, introduced the new Marina Manager, James Frazitta and he explained they moved from Naples, FL and Alec Kaeding introduced himself as the North Beach Manager.

Moreau explained that she had handed out two pages from the master plan that explains the new changes for the campground. Redesign map and layout of the campground was one of the handouts and was very pleased with the interaction with the Planning Division, VHB was very receptive to hearing comments and input.

Kaeding stated took off the roof of the Beach/Camp check in area so all vehicles can now enter the campground, worked on the drainage issue and will be able to open awnings, will be brought up on ADA compliance, playground and other amenities.

Moreau explained very excited to create a better family experience with the improvements as well as extend the season, changing up what it will look like and very excited with the plans. The Campground is coming up on its 100-year anniversary this year.

Caesar asked what types of things are planned for winter and was told by Moreau have not been able to do much currently and would like to accommodate more people, created an open space for groups to stay and are continuing to build on that concept; should be nice, safe and provide fun activities. Waiting to have the space before reaching out currently. Also asked if reaching out to new American families and was told yes department already does utilize very well with the exception of rain or bad weather. Moreau feels lack of east west corridor for access makes accessibility somewhat difficult. Caesar suggested having other minorities use the shelter to and have gatherings, was told the space is being used by several cultural groups currently.



Montroll asked if prices would increase at the campground with the improvements. Kaeding said would bring down the number of tent sites currently, do not have enough hookup sites and that would increase, Moreau added that they try to stay in the middle of the price range and will not have any major increase but would have more adaptable sites for tents and pop ups.

Healy was interested in the cabins and wanted to know if they would be year round and was told yes. Moreau said the cabins would boarder the cemetery. Also asked how large and was told first would be handicapped accessible about 5 x 5 and on a lone site and then smaller ones would be built.

Hale asked what could be done this season and Moreau said potentially start lean-to's one, possibly two and then one cabin put in during the summer by Yestermorrow. Other improvements would depend on when could alter roads, looking at how best to maneuver and a natural playground, located in corner where three tents currently are located.

Bossange liked the plan very much and stated his favorite park was North Beach because of the diversity and culture and feels great to build on that.

Hurley asked about the parking attendant booths and if they would move to the lower section, was told yes, parking for beach would move down lower and camping check in would happen in a separate location.

Caesar asked about the current toilets and was told for the amount of people served need to stay with City service, could not do compostable.

Kaplan stated fantastic plan and would like to have more information on the private marina for the coming year and the concession contractor at North Beach.

Kaeding stated the concessionaire went very well, no problems with music, beach had a slow start, did some tunnel work, ended up above normal. Kaplan asked about Texaco beach and was told since monitoring it that it has been very popular and has cleaned up a lot. Moreau stated that Kaeding oversees the security and it worked really well and made a big difference.

Moreau stated made up revenues on the waterfront with the nicer fall weather.

Kaplan stated unfortunately had two deaths on the Lake and would like to discuss how to handle with public and felt it deserves a bigger discussion in the spring. Does not have to be in this particular meeting but in another meeting.

Moreau stated that the Mayor brought together many departments; BPRW staff is heavily invested in having a better plan moving forward. Recommended reading the document in its entirety and then having a conversation.

Kaplan requested sending the document to commission regarding drownings and put on spring commission meeting for discussion

Frazitta explained the season started out slow but made a good come back, Splash 79-80 percent through budget, made a lot of improvements on harbor boat, made good headway on what would like



to do next season, would like to reduce swimming out in harbor, are terrified when people leave the boathouse to swim, many small vessels traveling in the harbor and need to direct away. People swim near the docks, very dangerous with electricity. Will have a larger presence in the coming year, have had talks with Coast Guard and how can help in the future with ensuring all are staying safe, saw how little the Coast Guard could actually see.

Frazitta is going to make it mandatory for all staff to have boater safety certification and over time can bump up experience.

Caesar asked how they are trying to dissuade people from swimming in the restricted areas, by more education and would assist to move to another location. Frazitta also said had people from Portland come and do some training, make sure all people have PFD certified floatation jacket on.

Bossange asked with the addition of a private marina how this conversation would go with them and how they would deal with the safety issues and the possibility of having two separate standards. Moreau stated that many of the preventative measures they are working on currently are to help put standards in place and does not believe there is any private marina that would not want to have safety measures in place. Frazitta suggested creating a Harbor Committee in the future.

Great Streets Street Design & Construction Standards

Meagan Tuttle, Planning and Zoning Comprehensive Planner, Great Streets, explained the purpose of the presentation was to share the proposed standards and get feedback. Will give a link to share with agenda, just introducing tonight the concept. Walkable and bikable, sustainable, vibrant and functional.

The document is based on three principles; balance among users and uses, second is to create a unified visual language not uniform, help apply consistency and third is to reframe the center of downtown.

Want to apply in a way that will help the center of the downtown, streets around it and from Church Street to the Waterfront.

The document is a guideline, identify common palette of materials and furnishing, will combine all requirements in one document. Does not mandate to replace all fixtures or elements at once but at the end of its life.

Review inventory of conditions currently and review design considerations, recommend street type, Identify future street types, which will help put the correct street type in the appropriate places. Created standards for pedestrian areas for layout options, designers can then use the document to select Street elements and place making options.

Street trees and tree belts are a specific section in the document as well as storm water designs. Recommendations for green belt typologies and application and requests guidance when each different use would be necessary. In addition has installation guidelines, provides species recommendations for tree, shrub and plants. Storm water treatments go hand in hand with street ecology.

Explained been working with BPRW department in understanding the street trees and the arborist in preferences and what to use going forward and have been given great feedback from tree crew.



Anticipate coming back in December to Parks and Recreation Commission to answer any questions and follow-up and will request approval.

Montroll asked about the world globe design with the meridian on Church Street and what it represents; Tuttle said she would pass along to the Church Street Marketplace to get that information.

Hurley asked if solar roadways have come up in the Great Streets process and have they talked about; Tuttle said have not talked about to date, most conversations are around current technology, looking at what are general surface materials and treatments, not closed off into incorporating new materials.

Caesar asked about solar panel roadways that are permeable and are efficient to keep temperature just above freezing and with form based codes would it put a damper on sustainability standards of new ways of doing new technologies and Tuttle felt it does accommodate that and it does require size of buildings to stay more to a specific standard.

Kaplan stated that she was on Burlington Bike chat and would like to make sure there are several locations that have bicycle locations and was assured that they would be included.

Public Forum (Time Certain 6:00PM, 3 min. per person time limit)

Public forum opened at 6:04 p.m. by Commission Chair Kaplan.

Seeing nobody from the public, the forum closed at 6:04 p.m.

Discussion of Meeting Start Time

Kaplan stated that it would be her preference to be mindful of staff time when considering the start time of the Commission meetings. The Commission discussed possible start times and decided to start at 5:45 p.m.

Hurley added that she would like to have time limits on items and stick to it and be out of meetings no later than 7:30 p.m.

Kaplan confirmed the start time of 5:45pm and would work with staff to put time limits next to agenda items, all members would work on being prompt if they will be able to attend meetings and stay on topic.

Monthly Meeting Schedule

Kaplan stated flexibility with changing the schedule but would also like to meet at other locations. The commission was in favor of the proposed meeting schedule and Kaplan agreed to meet with Putzier to look at having at alternate locations.

Parks Foundation Update

Bossange stated working on 2018 working document, the Annual Report of the Foundation, what the year was and work to date. Involved in another project currently on taking an entire section of Rock Point and Arms Forest for public use.

Director's Items

Wight stated that new signs would be going up at Pomeroy, Schmanska, intersections are being added as well directing down to the bike path. Rules and regulations for multilingual are coming, as well as



additional signage at City Hall Park. Basketball courts are done at Roosevelt Park and pickle ball lines are in now at Leddy Park, if weather cooperates a couple of weeks can finish the bike path asphalt.

Beansie's bus contract states that it can remain overnight at the vending location during the vending season in response to Hales question from a resident. It was a joint decision by Police, DPW and BPRW.

Been involved with design plan and will advocate for swinging bench where the Waterfront Pavilion is, however the pavilion will go away. Kaplan asked if the private marina was on schedule. Kaplan suggested inviting Marina owners back to give an update, per other Commissioner's desire of the timeline, impact, etc.

Arborist position has been posted, extensive cleanup from the storm occurred. Only lost one tree that went down and another tree that needs to come down. Wight was asked to inquire from BCA why orange artwork is up at City Hall Park.

Commissioner's Items

Caesar stated that he is researching Underground Railroad and only 3 registered locations in Vermont and would be happy to share more information when he completes research.

Healy asked if there was an update on the ebikes and would like to hear more about.

Montroll asked for a good way to get the High School and the Commission more connected. Kaplan suggested a table in lobby of school and ask what students would like to discuss with Commission. Caesar suggested more interaction with clubs, and Healy suggested speaking to environmental teacher.

Wight asked if the school has a yearend program that requires volunteer work requirement and suggested having students cooperating with the department that need to do work for completion of credits.

EXPECTED EXECUTIVE SESSION

Motion to go into executive session at 7:23 p.m. by Hurley were premature disclosure of information could put the City at a substantial disadvantage, second by Hale, motion carried.

Motion to go out of executive session by Hale, second by Bossange, motion carried.

Adjournment

Motion to adjourn at 7:45 p. m. by Hale, second by Bossange, motion carried.