



**PARKS & RECREATION AND HARBOR COMMISSION
AGENDA
September 6, 2016
645 PINE STREET, FRONT CONFERENCE ROOM
5:30PM**

- I. Approval of Agenda
- II. Reorganization of Commission: Election of Chair and Vice Chair
- III. Consent Agenda
 - A. Action Item: Approval of Minutes of August 2, 2016 Meeting
*waive the reading, approve the minutes and place them on file
 - B. Update Item: Electric Bikes on the Bike Path
*waive the reading, accept the communication and place it on file
- IV. Public Forum (Time Certain 6:00PM, 3 min. per person time limit)
- V. Presentation Item: Master Plan and 10 Year Capital Plan (verbal)
- VI. Discussion Item: 10 Year Capital Plan (attachments)
- VII. Update Item: Smalley Softball Field Renovations (attachment)
- VIII. Update Item: Oakledge Accessible Playground (verbal)
- IX. Update Item: Bike Path Construction Project (verbal)
- X. Discussion Item: Commission Retreat/Work Session (verbal)
- XI. Director's Items
- XII. Commissioner's Items
- XIII. Adjournment

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**BURLINGTON
PARKS
RECREATION
WATERFRONT**

**Parks & Recreation and Harbor Commission Meeting
Minutes
September 6, 2016**

Commission Present: Bossange, Hanson, Hurley, Khadka, Hale and Wright

Staff Present: Bridges, Rogers, Safavi and Putzier

The meeting was convened at 5:34 p.m. by Director Bridges.

Approval of Agenda

A Motion was made by Bossange, second by Hale to approve the agenda as amended, motion carried.

Election of Chair and Vice Chair of the Commission

Bridges explained that the Commission had expanded from 5 to 7 members and that the monthly meetings are held the first Tuesday of the month. Need to elect a Chair and Vice Chair and explained that Kaplan was the current Chair asked for a motion

Bossange nominated Kaplan to be Chair of the Commission, second by Hurley, hearing no other nominations Bridges called the vote, motion carried unanimously.

Hurley nominated Bossange to be Vice Chair, second by Khadka, hearing no other nominations Bridges called the vote, motion passed unanimously.

Bossange then took over the gavel as Vice Chair (Kaplan was absent) and welcomed the two new Commissioners, Hale and Pierce and thanked both for volunteering for the Commission and was looking forward to working with them.

Approval of Consent Agenda

Approval of Minutes of August 2, 2016 Meeting

*waive the reading, approve the minutes and place them on file

Electric Bikes on the Bike Path

*waive the reading, accept the communication and place it on file

Motion was made to approve the consent agenda with an amendment to the minutes, Naming Request of Texaco Beach to read "Hanson stated that she felt uncomfortable voting on naming a park feature after a current standing Commissioner, it could create the appearance of favoritism, but wanted to acknowledge and express appreciation for Bossange's hard work. She expressed discomfort with naming a park feature after a living person as well and asked Bridges to review the naming policy which he did. She did feel there was precedent to have a bench named after him as we have done so with other commissioners to show our appreciation. She also expressed some concerned that the beach was not closely related to the actual path and a feature on the actual path itself might make more sense...also change the last paragraph under Commissioner's Items to read "Hanson stated the Burlington Country Club is considering putting in tennis courts and the Burlington Master Plan says they are not in demand and feels this is a sign there is a desire".



Motion was made to approve as amended by Hanson, second by Hurley, motion carried.

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

Public forum opened at 6:05 p.m. by Bossange.

Seeing nobody from the public the forum was closed at 6:05 p.m.

Master Plan and 10 Year Capital Plan

Bridges stated it was important for new Commissioners to know that an extensive Master Plan was developed, it was the first in the City and worth exploring what is happening within the department. Currently working on a lot of the initiatives and many are already completed. Frames the way thinking and get projects done and looking at projects in the context of ecology. The Master Plan is an active document just approved in October and has a lot in it to reflect on, not a lot of hard decisions. Take into account types of offering and also the areas in which amenities are located and if they have the proper needs and resources to sustain. Explained the extensive research and public input at Oakledge Park to create more sustainable park with the appropriate amenities that will function well with the ecology of the land.

Bridges explained that the department and public better explained and articulated in written form the Master Plan to better digest and understand. Went to the City Council no action has been taken at this point, would like to get to that point at some time but does not prohibit from moving forward with the plan and with projects and repairs and further progress.

Bossange asked why the department would want/need to have City Council approval and Bridges said it would be disappointing in 2018 if the plan was put aside and do something other than what had been researched and agreed upon. Bridges suggested giving the document more time as well as the new Commissioners time to digest the plan.

Hale asked if the tennis courts were really slated to be removed from Appletree Park and Bridges explained the difficulties as to sustaining the amenity at this park due to the wetland situation currently and the difficulties to maintain. Discussion also continued about the process to making this type of recommendation for the park and the funding and process for making specific changes.

Hanson asked about the picture of the conceptual plan of the bike path that is in the master plan book, Bridges explained what page it was on. Hanson also asked about the deficiency in indoor space for tennis and how it would be very profitable to have as an indoor facility and the possible potential to look at the St. Josephs space to create a multi-use facility. Rogers explained that the floor at the Miller Community Recreation Center is the type of flooring for tennis and can use one court for tennis purposes.

Bridges explained the 10 year plan stating the department has a great additional program, Penny for Parks (PFP) and it was called out that the City does not have any additional resources. Receive enough money to maintain what currently have, having this supplemental funding really helps. Difficult to maintain the City trees, the downtown ones suffer from poor soil, which is another investment in the plan. Also calls for fixing sidewalks, streets and connectivity to amenities, improve the infrastructure and explained how this plan comes to fruition which is through many different funding sources; bonds and others with an increase of 1% in gross receipts on alcohol and rooms/meals and asks for other sources,



includes all City needs not just BPRW but Fire, Police etc. This is for general fund. On the water resource side need to increase old pipes and that is a separate funding system that will be on the ballot for an increase.

Bossange asked what the Commission needs to do to help support the plan and Bridges stated that it is more to think forward and thoughtfully about what will be needed for future generation and having a plan in place to continue to maintain what currently have and what is being done new and how to continue to maintain into the future. Focus on sustainable and livable community into the future for all not one area over another. Bossange also asked when the Commission would weigh in politically to support the Capital plan and show the importance and support of all departments and Bridges stated that what the City is doing is including all departments to create unity among the City.

Hale and Hanson said that they did not feel that currently they knew enough about the plan in general to state full support and understanding of the proposal. Hanson would like more time and understanding to read through and give an opinion of support to the plan.

Bridges stated there had been several conversations and presentations regarding the Capital plan and understands but also explained that nothing of surprise will be coming up in the plan, everything had previously been discussed.

Bossange said he supported and did not feel the need to get real deep into the full plan, much work had already been completed. He would like the Council to feel confident sending out to the public as it is and that much work has gone into it and is comfortable with the plan.

Hurley asked if the request would be for the entire 10 year plan and was told yes by Bridges.

Bridges explained the bond would be on the ballot and the Parks Commission would be asked what the bond is and if had questions could come to him, the big piece is to understand what the document is and want to be prepared that there may be some continual questions and should have a public forum at the next Commission meeting. He also stated that the forum could be very specific to the department rather than the whole plan which has much more to it.

Bossange suggested putting on the next agenda to discuss further and Bridges said he would get more information to update at the next meeting.

Smalley Softball Field Renovations

Safavi stated that Smalley went through the PFP process and is over on Adams and St. Paul Street, would like to implement this fall, tying into the master plan and the need for this and more information on page 70 of the Master Plan for new members to get more in depth information.

Rogers explained the difference between a softball field and a baseball field and what the standard needs to be. Currently in the City of Burlington only have two, one at Leddy the other at Hunt Middle school which is in very bad shape. Nothing south of Leddy park, looking at the youth program about 70% of youth come from North end where there is a field, recognized lack of field space in Burlington and Smalley was chosen as the best location, has a backstop and is a good fit for the sport and location.



Safavi stated currently turf damage and needs grading, has some restricted foot traffic currently and would like to skin the field with improved athletic soil mix, add player benches and install new chain link fence.

Bossange asked if adults would be able to play and was told no by Rogers as it would not be good for this location and the neighborhood. Bossange also asked if this would continue to grow for girls and was told the numbers are up quite a bit, enough to create a team this year, also spoke to the middle school athletics programmers.

Hurley asked if the neighbors had weighed in and was told by Rogers that it was warned for today and not changing the use of the current park, will contact if any major changes were recommended. Would definitely have information sharing with the neighborhood, one concern might be parking.

Hanson stated that she felt this was a great site and use of the field and also thought an equity issue, felt a demand. Also stated the neighbors that did have complaints were more around vagrants and would welcome the proposed use.

Oakledge Accessible Playground

Bridges stated this project was part of PFP program. The Oakledge siting was to do away with old playground and working with group to create a truly universal playground, has parking and other amenities and creating something very different than ever seen, hope to have some drawings by October and have the group do some fundraising, have invested in design and hope to generate \$250,000-\$400,000 in philanthropy, also would like to work with Foundation. The design is really taking shape, would be an all ages amenity. Recommended going to our website for more information and working on finalizing design.

Bossange asked if Bridges could bring renderings to the Commission when they receive them and was told as soon as he and Safavi receive they would share with the Commission.

Bike Path Construction Project

Bridges stated will be intermittent closures and starting on 9/12 will be closed until finished, roughly in November, wanted the commission to know whenever something is being closed to be fixed people need to be off and wants to be informed, traffic will be re-routed.

Hanson asked Bridges if all hotels and downtown establishments have been informed of the re-route to let all visitors know and was told yes by Bridges as well as an interview with Fox 44 and WCAX over the weekend.

Bridges said the anchors went in for the sidewalk, took out large amount of impervious and will be conservation mix.

Hanson asked where the dog park will go and Bridges stated that it would be in the same place but a bit smaller and will have accessible stairs to the water. Will include signage and new fencing and be nicer.

Commission Retreat/Work Session

Bossange asked for more specifics of what the group would like to accomplish and Hanson stated it would be good to set a goal. Hurley suggested doing a doodle poll to establish a place and time to start



with, proposed two hour time frame. Bridges reminded that the meeting would need to be posted as an open meeting.

Bossange asked what time of day would be good for the group and Hurley stated that she would put out some different time slots within the next six weeks.

Director's Items

Bridges said he had put most of his items on the agenda and would in the future have more items under Director's Items.

Commissioner's Items

Khadka announced that he moved to Essex this week and with that stated that he would be resigning due to non-residency.

Bossange thanked Khadka for his service and wished him luck in the future with his new business.

Hurley asked Bridges if he knew what was happening with the Moran plant and was told that the old plan was dissolved and allows the City to explore what cost would be to take down, still a lot of effort in trying to make something happen in that location but also preparing for if it needs to be removed.

Hanson asked about the petition that Rick Sharp was putting out and wanted to know if there had been any response and Bridges stated there was no space to put the bike path on the west and have had conversations with property owners on the east would like to see the path straightened out but is not in favor of eminent domain, will need to figure out the way it would be configured no current plan.

Adjournment

Motion was made to adjourn at 7:20 p.m. by Khadka, second by Bossange, motion carried.