



PARKS & RECREATION AND HARBOR COMMISSION
August 6, 2019
645 PINE STREET, FRONT CONFERENCE ROOM
5:30PM

- I. Approval of Agenda
- II. Action Item: (10 min.) Welcome to New Commissioners and Nomination for Chair and Vice Chair of the Commission, Cindi Wight, Director, BPRW (verbal)
- III. Consent Agenda
 - A. Action Item: Approval of Minutes of June 11, 2019 Meeting (attachment)
*waive the reading, approve the minutes and place them on file
- IV. Information Item: (10 min.) Drone Update, Cindi Wight, Director, BPRW (attachment)
- V. Public Forum: (Time Certain 6:00PM)
- VI. Action Item: (15 min.) Bikeshare in Parks, Cindi Wight, Director, BPRW (attachment)
- VII. Action Item: (15 Min.) Leddy Park Improvements Workshop/Support for Bike Park, Cindi Wight, Director, BPRW (attachment)
- VIII. Information Item: (10 min.) Update on New Employee and Open Positions, Cindi Wight, Director, BPRW (verbal)
- IX. STANDING ITEMS:
 - A. Update on Parks Foundation, John Bossange (verbal)
 - B. Report from Commission on Volunteer Hours (verbal)
- X. Director's Items
- XI. Commissioner's Items
- XII. Adjournment

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PARKS & RECREATION COMMISSION
Minutes
August 6, 2019

Commission Present: Bossange, Healy, Pierce, Farrell, Todd, Traverse and Harris

Staff Present: Wight and Putzier

The meeting was convened at 5:38p.m. by Director Wight

Approval of Agenda

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

Welcome New Commissioners and Nomination Chair and Vice Chair

Wight welcomed the two new Commissioners, Ben Traverse and Andrea Todd.

Wight opened the floor for nominations for Chair of the commission.

Healy nominated Vince Pierce for the position of Chair, second by Bossange, all were in favor of the nomination and the motion carried.

Pierce nominated Ben Traverse for Vice Chair of the Commission, second by Harris, all were in favor of the nomination and the motion carried.

Wight then handed the gavel over to Chair Pierce who then led the remainder of the meeting.

Approval of Consent Agenda

Healy made a motion to approve the consent agenda with the included motions, second by Bossange, motion carried.

Drone Update

Wight explained at one of the previous meetings/March she had suggested a drone policy and sent it to the City Attorney for review, was told the policy is FAA driven, the City can't make a policy. Wight sent a copy of FAA rules to the commission prior to the meeting for reference. BPRW can't have a separate policy per the City Attorney.

Healy asked if there was anything in the BPRW policy that was not in the FAA policy and was told that the only thing was the need for a permit from BPRW, which can't be required, must be registered with FAA, department could ask to see if registered.

Bossange asked if individuals registered drones if they would know Burlington rules, told there are no Burlington rules, only FAA but would be all in the same.

Pierce said that had previously discussed and made more rules but don't have the authority. Bossange asked if comfortable and Wight said yes comfortable with the FAA rules.



Bossange had a couple of incidents felt not ok to look into personal space and would like some type of script to ask if they have proper permit to operate and if you can request to see the registration. Also would like to be able to put up rules.

Traverse said his experience with drones is for a legitimate hobby and may be worth asking the City Attorney how the FAA would enforce if it were an issue or question and if there was a number to contact if it was a concern. Wight suggested contacting the Police for creepy type situations rather than the FAA.

Ben Traverse introduced himself as the new Vice Chair, lived in Burlington for last 5 years, from Brooklyn, both he and his wife are Attorney's, he practices employment law, joined the Housing Board of Review last 5 years, excited to take part of BPRW, have a four and one year old, use Baird park mainly, loves backyard parks feels very important.

Kaitlyn Healy introduced herself, stated she was from the new north end.

Andrea Todd introduced herself, said this was the first commission she served on, excited, avid cyclist, grew up in Middlebury, loves Burlington.

John Bossange, on the commission for 8 years, retired school principal, number of committees and other boards.

Vince Pierce now Chair of commission, lived in Burlington for 8 years, on commission currently 3 years, working at Shelburne Farms and doing a farm training at UVM, welcomed new members.

Alex Farrell, little over a year on the commission, works in insurance, been on a couple of other boards, on NPA, State level, Real Estate Commission.

Owen Harris, student member in 4th month, Senior at BHS, doing community service, really enjoying the commission and was happy to meet everyone.

Public Forum (Time Certain 6:00 PM)

Public forum opened at 6:25 p.m. by Commission Chair Pierce.

Seeing nobody from the public the forum was closed.

Public forum closed at 6:25 p.m.

Bikeshare in Parks

Wight explained Bikeshare program is looking for hubs and BPRW needs a process for putting them in. Looked at how DPW and CSM handles encumbrances in the right of way (ROW) and decided would do encumbrances similarly. Recommend hubs in up to 7 parks, with a \$2 per square foot fee in non-waterfront parks and \$5 per square foot at prime waterfront parks, actual location would be determined by director.



Todd would like to have non-electric bike racks as well as for electric and would like to see the comparable equity. Does support the hubs in the parks.

Healy asked if Wight had noticed more than usual abandoned bikes around and Wight said no, occasionally seen at North Beach but not in a place other than North Beach and was told they pay extra outside of the specific zones.

Traverse asked if the hubs are accommodated to fit e-assist bikes, such as electrical outlets and how they work, Wight said they can take off the battery and swap them out, they do not require an electrical outlet.

Pierce asked if Wight has control over site and Wight said she does have a say in terms of what they can approve but they may not want to place a hub in a park that she would prefer but ultimately she has the approval of where .

Motion by Healy to approve up to 7 locations for Bikeshare hubs and the proposed fee of \$2 in non-waterfront parks and \$5 in prime waterfront parks, second by Todd, motion carried.

Leddy Park Improvements Workshop/Support for Bike Park

Wight explained for Todd and Traverse that Max and Sean are a big part of the Bike Park and did a survey online about a year and a half ago, there was a lot of interest. BPRW looked at potential properties from the ecological standpoint. Very systematic to get to this point, talked to administration and encouraged to speak with Friends of Leddy, very supportive, did a study and made sure conservation neutral, had a public meeting, sent out the results of the public meeting, which has more than the bike park results included. Brought to public meeting taking all input, have not made any decisions. The final parts of the study show that the public is in support of the bike concept, overall taking as the public saying it is a good amenity and good place to have the park and would like to take a vote and have support from the commission as well.

Sean explained that he has had this idea and no place to play on bikes and just like an amenity of a baseball field or the skatepark, gives you a place to play for a wide range of people with all kinds of abilities. Did a survey about 595 responses, very positive in comments and answers, 80-90% were from Burlington residents, about half wanted to join kids and did not want to have to drive to get to. Also received support from UVM, advisory boards, many other people that want to help with. Max also added that they have had all kinds of specialized people come forward to help with whatever the needs are, from finances to marketing etc.

Harris asked if skateboards would be allowed or just bikes and was told the trail would be made of clay, sand, dirt very specific to bikes.

Sean explained they have a volunteer group and have a Facebook page and have video and clips of a park and what it would look like and also what a forested park would look like.

Todd asked if it was for all ages and was told yes for toddlers to all ages, to have a designated spot that is safe and would not have to worry about cars.



Bossange asked about trail maintenance and stewardship and who would take care of or if it would fall to BPRW to maintain. Max said fellowship is a sponsor and currently working with to form a maintenance squad but would hopefully continue on beyond the park, hoping to make maintenance a community event. Bossange also asked Wight if it was possible to connect the pause place at Leddy to this in the future. Wight said separate and would not be able to incorporate directly but a map of the park with the directions to the Bike Park for people to know how to get to would be possible. Wight said spoke with risk folks and said as long as volunteers were trained by a staff person who logged it and make sure safety checked, yes. Very open to utilizing volunteers, that is how it is done across the country.

Wight said working with MOU for fundraising using the same template that was used with Oakledge for All and working on drafting up for the Bike Park.

Sean said the plan is to take on the fund raising piece and become the point person for that piece of the funding and hope to get some funding from PFP and was asked what the funding would look like and was told about \$250-\$400,000. Goal is to have some VT builders, this has become nationwide, couple have become very interested, trying to get quotes, would come from a couple of large grants, a lot of irons in the fire, next step is to see if Leddy is the place and then put full fundraising in place.

Sean said he had a table up at Beach Bites to explain the project to the neighbors and how it benefits the park and it transcends and seeking feedback and criticisms, very conscientious.

Healy asked if assessed by anyone other than our City Arborist and was told yes by Alicia Daniels, environmentalist. Traverse also asked if any trails or pedestrians currently are utilized in this area and was told not currently. Explained once people start riding on a regular basis will need to make sure remains safe. Traverse also concerned about the island with cars going by fast and Max explained how it has been looked at and speed bumps and slowing traffic have been discussed and they are happy to help in general being a part of the parking and traffic issues.

Healy was reading the proposal and asked about where it said “no grade or elevation changes”, and what that meant and Max explained that the arborist explained that how you bring in fill and if you did not dig into but rather brought in fill that would not affect the trees and drainage and land in general.

Motion to support the proposed Bike Park at Leddy Park by Farrell, second by Traverse, motion carried.

Update on New employee and Open Positions

Wight stated Safavi moved to Davis California, working remotely currently, moving on hiring a new Planner, down to 4 finalists, interviewing on August 20-21, Grounds Manager position, down to 4 finalist, Facilities Specialist position open and posted, needs general knowledge of electrical, plumbing and general maintenance, union position and another position that will be opening soon is Grounds Maintenance position.

Update on Parks Foundation (Standing Item)

Bossange stated they are meeting with Wight and the diocese to scope out trails. Foundation is looking at establishing a legacy circle, where people can put in will, estate etc. and leave money or endowments to the foundation. Wight also stated that the foundation is looking for active members.



Report from Commission on Volunteer Hours (Standing Item)

Putzier asked for the Commission for their hours, Pierce had 2.5 additional hours and Todd had an extra hour.

Director's Items

Wight explained to the new Commissioners that she sends an update every month to the Mayor and adjusts to make relevant for the commission, on the back side is the goals and updates and Mayor's goals, will include the division goals and have one thing that is the Mayor's priority. Encouraged all to contact her if they had any questions.

Doing Beach Bites weekly this summer, been going great, second annual "Girls in Sports Day", at UVM this year, hopefully bring in more girls regionally. City Hall Park, going great due to support of Commission, Segment zero of the bike path will be open next week sometime, next will be working on Proctor Place by Oakledge and will be a detour from Oakledge to Maple Street, waiting on permits for the barge canal, cemetery fence will be replaced this fall, will get similar fence more affordable and entire fence, \$53,000, wrapping up scoping study at Arms Forest, have a meeting at the Elks as a neighboring property owner and managing property and what is going to be done, one more larger public meeting with larger stake holders, diocese, high school, then take to public, closing some trails, suggest some new widths, signs at the fitness stations acknowledging UVM as sponsor, Leddy courts will go out to bid for work next spring, bid alternates for lights and additional pickle ball courts. 645 Pine will start renovations August 19th for two months, with permitting and inspections coming, might have to move some of the meetings from Pine street, when customer service areas are complete will not have registrations at Pine Street, will utilize Allen Street and Miller. BTV stat 3 times a year present data cost recovery was the latest, will present at the next commission meeting if desired.

Todd asked about Oakledge Universal Playground, was afraid funding would be lost and asked Wight, Wight said applied for grant and same money was received for 311 North Avenue, has not heard yet. If the money is granted the Oakledge project would be on hold until all was finalized and construction documents are signed etc.

Commissioner's Items

Todd asked about beaches and closures, if there is thoughts and discussions on how to keep open when unhealthy, Wight said if bacteria have to close can't let people in and explained it is the Lake health, not tied to overflows, generally no wind and very hot and that is when you get the blooms. Talked about the possibility of using and if it would be worth it at this point, been closed only 4 days. Last year 2 times.

Todd explained how a family member of hers actually manufactured such bubblers and offered to send the information on to Wright.

Pierce asked about getting bike racks at Waterfront Park, and said talked last term about setting up a tour of the Moran Plant and would like to have one set up for the commission and understands that safety would need to be set in advance. Looking to do at the September meeting which was changed to the 10th.

Adjournment

Motion to adjourn at 7:08 p.m. by Farrell, second by Healy, motion carried.