



PARKS & RECREATION COMMISSION
Minutes
March 10, 2020

Commission Present: Pierce, Barlow, Farrell and Todd (by phone)

Staff Present: Wight, Wood, Adams-Kollitz, Morris and Putzier

The meeting was convened at 5:45 p.m. by Pierce

Approval of Agenda

Motion to approve the agenda by changing the title of Item X. to read "Consideration of Other Meeting Dates to Discuss by Barlow, second by Todd, motion carried.

Approval of Consent Agenda

Barlow made a motion to amend the Consent Agenda by removing Item IIB. Sarah Ramsey Strong 5K Fundraiser on Burlington Greenway, second by Todd, motion carried. Motion was made to approve the consent agenda as amended, with the included motions by Barlow, second by Todd, motion carried.

Saint Michael's Spring Fest at Leddy Park

DiMasi stated he owned Red Clover Events and took over several events for the next year and gave a brief list of names for some of the events he would be catering in the coming year. One of the events that he was requesting was a concert for St. Michael's in place of a cruise that they took in the past on the Spirit of Ethan Allen Tours. They plan to bring in port-o-lets, each person will be able to get 4/12 oz. drinks and food, St. Michael's will bus everyone, they would take care of trash removal, Josh Panda would do concert from 6-9pm with half hour break, wrist banded all 21 or older, fencing perimeter with no outside public inside the area.

Pierce asked if the Parks, Recreation & Waterfront approved the footprint of the fencing area and was told staff at the waterfront have approved and felt good about past events done by this company. Only one entrance and exit for students at the event site.

Barlow asked about City liability and if it was the same as for other events, DiMasi said it would include the City as additionally insured as with other events, no different. Barlow was also concerned about abutting neighbors in the area and if they should be notified. Wight suggested FPF or other notification to get sent out.

Motion to approve the request to use Leddy Park for Spring Festival by Barlow, second by Todd, motion carried.

RFP for Spaces and Locations

Wood stated the department is talking about hiring a consultant to go out as RFP to those that are interested in bidding broker. They could manage such things as the street banners on light poles as well as many other areas that are not utilized. The consultant would get a commission, idea inspired by Airport. Sponsor and consultant would cover all costs, not the BPRW. Came from BTV stat. presentations



and felt more opportunities out there but don't have manpower and ability to do. Looking for more opportunities for sponsors as we have the bodies.

Pierce asked if the commission would be approving the RFP request and then would come back with request for approval of banners and displays etc. and Wight said consultant would set fees not sure how it would work, difference of City policy and good question as to where the line is. Wood said would not have all aspects handed over to consultant such as specific events that already have sponsors.

Pierce asked if certain verbiage would be written to give specific limitations in the RFP to make special accommodations, such as what was used for banner placement with non-profits.

Barlow asked about section that spoke to the Greenway and Waterfront Park, and would like to see them be included. Wood stated that all logo and branding would need to be approved by BPRW in the RFP.

Public Forum (Time Certain 6:00PM)

Public forum opened at 6:00 p.m. by Pierce.

Pat Kearney stated he had asked for pricing on shelters for Leddy Park and Wight stated the New North End wanted to get involved and are pulling some people together to get a committee formed. Kearney explained that prices and types of shelters vary largely and showed a photo of one that would be inexpensive, approximately 30X60 and a very simple version.

Wight said pulling together a committee as don't know exactly what is wanted for a shelter.

Pierce explained the budget has been set for the year and will be creating a group and many projects in process ahead of this.

Public forum closed at 6:20 p.m.

Oakledge Universal Playground Update

Adams-Kollitz introduced himself and said he has been working on the project with Oakledge for all Advocacy group and BPRW, also introduced Julia Wayne, Founder, Oakledge for All. Gave some initial background on how the concept began when the Master Plan was created and the site at Oakledge was found.

Wayne explained as a special educator she saw how several students were excluded from playgrounds and wanted to make an opportunity for people in the hub of Burlington, got a variety of input and support, has a website of testimonies.

Adams-Kollitz hired Groundview, came up with great plan for the project. Explained some of the features and design components of the playground.

Wayne said found an amazing design group, had a lot of input for visual as well as accessible issues.

Adams-Kollitz explained how the ground water works, used black locust that naturally decays, good direction to go in. Wayne spoke to how well utilized the parts of the park are that are installed currently,



lots of community outreach activities. Adams-Kollitz stated did not get government funding but very dedicated to raising the funds to continue through other sources. Real momentum to get finished in FY21 and getting very close. Adams-Kollitz went through the many different elements of the park and the prices for each as well as the stage in which it would be placed in. Also spoke about water access and platform area for wheelchairs on the rock area and an adult changing table.

Barlow asked who is leading the fundraising and was told as a team through Parks Foundation and with Oakledge for All.

Playground Status Update

Morris introduced himself, gave overview of playgrounds, 18 maintained, oldest built in 1984, newest in 2018, average age is 18 years old. Showed a diamond of care, maintenance is his focus. The three points are knowledge, inspection and maintenance and that is how documenting.

In the past lots of paperwork and plans, currently moving toward more technology, working currently with google forms for inspections, after fill out the forms load the forms and pictures and upload then can send any issues that may need to be addressed to facility dude for a work order and delegate repairs to staff. Also use arcGIS online to reference data for tracking information over time. Explained that will be taking CPSI course as well as a new employee will be taking, will need this knowledge. Showed a replacement program schedule of the individual parks, gave a list of future goals.

Pierce asked how often do people inspect equipment and do we have some type of check like c click fix, was told that BPRW is incorporated into C click fix and goes directly to him to correct as the public would see first and goal is to have done within 30 days, been very helpful. Every 30 days do checks and in summer will try and do a better audit and if it is a high or low frequency need based on other factors.

Barlow asked what the source of the maintenance is mainly or trend is and was told a lot of vandalism, and are looking at the trends and thinking forward. Also asked is there a standardization parts and Morris said in the past been lucky most were but several different pieces now and moving forward several different vendors and not cookie cutter, building and maintenance will change.

Events at Waterworks Park

Wight said nice spot by Fishing Pier and interest in renting park for wedding and then have reception at Sailing Center, some ways a precedent set from renting waterfront park, interesting request and would want to think about and what parameters would be, amplified sound, length of time, make sure access to pier and they can't have entire space, asked for thoughts from commission and would have staff come to next meeting with a formal request. Might have similar to another existing park but not stand alone.

Pierce likes the concept and the opportunity for revenue, Barlow feels generally if underutilized and not disturbing to neighbors and can generate revenue in favor of. Wight does not want to under sell and felt it would be a nice partnership with Sailing Center, will try to tie with similar park rental. Farrell in favor of as well and agreed with others.



Parks Foundation Liaison Update

Wight said nothing really new and offered up to others to attend the meetings of Foundation if interested. Once every month or two months in the morning at 8:30am. Will continue to ask commissioners if interested. Barlow said he would be interested in attending and Wight would send an invite to him.

November and May Meeting Start Time

Wight said the YMCA responded to her request to use a meeting room, could do a 6:30 pm start time if all were in favor, they said they could do a 5:30 pm but very busy at that time. Pierce, Todd, Barlow and Farrell could do 6:30 pm. Wight added that Moreau would like to move the Harbor Commission meeting to June.

Barlow made a motion to move the Harbor Commission to the June meeting and to change start time in November to 6:30 pm, second by Todd, motion carried.

Report from Commission on Volunteer Hours

Putzier asked the Commission if they had any additional hours for the month of February in addition to the commission meeting. Nobody had any additional hours.

Director's Items

Wight said nothing additional outside of the report she sent other than the brochure was sent through the mail instead of in the North Avenue News. Conservation section is new in the brochure.

Commissioner's Items

None

Adjournment

Motion to adjourn, no quorum.