

## MINUTES

### Park, Arts and Culture Committee Meeting

Tuesday, December 16, 2014

5:30 – 6:45 PM

645 Pine Street, Large Conference Room

#### Participants

Committee Members: Councilor Kurt Wright, Ward 4 (KW)  
Councilor Vince Brennan, Ward 3 (VB)  
Councilor Karen Paul, Ward 6 (KP)

Staff: Jen Francis, Parks Planner, BORW (JF)  
Rubi Simon, Director, Library (RS)  
Kirsten Merriman Shapiro, Special Projects Manager, CEDO (KMS)  
Nate Wildfire, Assistant Director, CEDO (NW)

Others: No members of the community present

#### 1) Approval of agenda & draft minutes from 11/26

- Meeting came to order at 5:40 pm.
- Motion to approve November minutes and December agenda as is (Brennan/Wright); approved.

#### 2) Public Forum

- No members of the community present

#### 3) Fletcher Free Update (Simon)

- Strategic planning process
  - Postponed because of recent storm; looking at new dates in January.
  - Concern with community engagement saturation, but community generally seems supportive of this process; reception has been positive.
  - (VB) Any connection with universities?
    - (RS) Support coming in from Champlain & UVM, exploring collaborations (like the Smithsonian exhibition application)... hoping to create a variety of forums throughout the process.
- Annual appeal has been pushed to January
  - Revamping & exploring digital annual campaign
  - Doubling appeal numbers this year
  - This is the library's largest revenue source
  - (KW) How is next year's budget looking?

- (RS) The emphasis is to be conservative and resourceful. There are many infrastructure concerns, so those numbers are being considered within next year's budget. Also looking for support in teen services, volunteer coordination, outreach, etc., this will also be a focus of the budget. This is where the most impact in terms of literacy development can be made. Reestablishing 501-3C group and transitioning to open up to additional opportunity.
- (KW) Is there anything Council can do to be helpful?
  - (RS) The Council has been supportive. There have been a lot of challenges that need to be addressed. Some phenomenal things have happened in a relatively short amount of time. Our biggest challenge is financial; funding needs to be invested in services and infrastructure. There will be recommendations coming from the strategic plan that will be presented to the Council in the future.

#### 4) WAN Update (Shapiro)

- Update on WAN financials
  - (KW) What is dewatering?
    - (KMS) The WAN site is close to the lake and while lake levels are currently low, high ground water levels are present. Part of this scope includes the installation of a wetland which requires dry conditions to introduce a liner and sub-grade structures to facilitate the wetland construction.
  - Contingency fund for this project has \$562k remaining; a contingency of 15% (related to construction activities) has been included within the project budget from the start.
  - There are three change orders to date:
    - Remove & dispose of water meter vault
    - Bollard removal
    - Dewatering; a memo on this item will be coming to Council in early January
  - Upcoming change orders:
    - Additional dewatering wells
    - Design modifications for underground structures
    - Fuel/drum removal
  - Dewatering equipment is leased for a temporary duration. Pumped water is cleaned before it is returned to lake. It is the responsibility of the contractor to properly dispose of any contaminants, and that is included in their contract.
- Construction is going well... crew will break over the holidays, then keep working through January (as weather permits) to work through the low areas.
- Installing road bed and doing rough grading

#### 5) PIAP Update (Wildfire)

- No update

#### 6) Parks Project Update (Francis)

- Wrapping up
  - Bike Path Rehabilitation construction for Phase 1a has concluded; will resume in the spring
  - Parks Master Plan final draft; final report anticipated in Jan-Feb
  - FEMA/Perkins Pier grading project & marble statue resetting
- Kicking off winter project process planning for...
  - Oakledge Park restroom renovation & standard development (RFP issued)
  - Oakledge Park siting study (RFP in development)
  - North Beach overpass design (RFP in development)
  - PIAP Waterfront Park improvements (RFP in development)

- Parks Recycling compliance plan
- Parks Wayfinding design kicking off in early January
- Starr Farm playground replacement
- (KW) Request for squash court update from Bridges at next PACC meeting.

**7) Other items**

- None

**8) Confirmation of next meeting date**

- Tentatively Tuesday, January 20, 5:30 pm

**9) Adjournment**

- Meeting adjourned at 6:35 PM