

MINUTES OF PUBLIC MEETING
ST. ALBANS CITY TAYLOR PARK MASTER PLAN STEERING COMMITTEE
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
6:00 PM THURSDAY, FEBRUARY 2, 2017

Approved February 23, 2017

Attendance:

Amy Paradis	Tom Koldys*	Angie Sturm*
Alec Kaeding*	Stina Booth*	Stan Bradeen
Joan McGinn*	Laz Scangas	Stephen Tetreault
Andrew Gratton	Lisamarie Charlesworth	Chip Sawyer
Warren Hamm	Kelly Wakefield	
Robin Morrill	Jeff Young*	

(* members of City Parks Commission)

- 1. Open Meeting – City Parks Commission Chair Tom Koldys opened the meeting at 6:00 PM**
 - a. Discuss additions or deletions to agenda.
None.
2. Introductions.
Introductions were made.
3. Project scope and methods.
C.Sawyer reviewed drafts of the project scope and group process phases. There was general agreement with some comments.
4. Consultant RFQ.
C.Sawyer reviewed the draft RFQ. Steering Committee members made the following comments:
 - Be more specific about what work the consultant will be doing.
 - Tighten the consultant’s portion of the project timeline.
 - Have the Steering Cmte. do more visioning work and then revise the RFQ before it is released. This would result in the RFQ being released in March or April and the timeline adjusted accordingly.C.Sawyer will revise for the next meeting.
5. Appoint consultant review subcommittee.
No comments or actions.
6. Steering committee representation.
There were some comments about including the churches and public safety representatives.

7. Visioning activity.

The steering cmtc. discussed the following ideas for Taylor Park and the master plan project:

Tourist Kiosk	Maintenance of memorials – endowment?
Bathrooms	Public art
Bus shelter	Replace floor of civil war memorial and round corners of granite
Water fountain	ANNUAL MAINTENANCE OF ALL PARK COMPONENTS
Wedding setting(s)	Landscaping maintenance/workforce
Improve design of gazebo Reorient gazebo	Organizing volunteers for park
Issue of performances having to face western sun	Need maintenance plans and guides for all park infrastructure. Step-by-step instructions?
Better maintenance of facilities for folks who just walk up.	Dedicated park maintenance staff
Traffic screening in certain areas	New park budget and usage fees
Adequate power and water outlets throughout park	Formation of 501(c)3?
Signage: Keep out of fountain Interpretive/historical/educational	Expanded event and concert capacity – sound equipment
Better alignment of walkways, including with bike/ped connections coming into the park.	Community wayfinding
More areas to sit.	Find a new personality for the south end.
Lighting – to match streetscape	Deal with the issue of vehicles in the park. Find ways to allow appropriately.
Trash/recycling	Food service area in park and/or on periphery
Save items that get removed?	Surfacing of the walkways
Kids play items, multi-purpose	Stormwater issues and stormwater planters
	Fix for the pervious sidewalks

Turf maintenance program

Closing of church St. and better interface with park

Park revenue ideas

Park viewsheds

List of needed equipment that City doesn't have

Tree replacement and maintenance programs

Park event management, scheduling, marketing

Master plan should clearly highlight O&M costs of all improvements

Next ideas for fountain and the bench area.

8. Other Business.

- a. Next meeting date. The steering cmte. decided to plan for the next meeting on February 23 at 6pm at City Hall.

There was no other business.

9. Public Comment.

There was no further public comment.

Motion by W.Hamm to adjourn at 7:54 PM. Seconded by J.McGinn and approved with all in favor.