

ADOPTED
Waterbury Recreation Committee Meeting Minutes 6-12-2019
Second Floor- Waterbury Library

Meeting Begins 6:59 (when majority was present)

Roll Call:

Committee Members

Present:

Frank Spaulding, Paul Lawson, Diane Gildea, Barb Blauvet

Absent: Bill Minter Phoebe Pelkey

Town Employees – Officers Present: None

Guests: None

1. Note taker: Frank Spaulding Timekeeper: None

2. Review Agenda

3. Adopt Meeting Agenda:

A. Motion to adopt: Diane

B. Second: Barb

C. Discussion: None

D. Vote: passed

4. Adopt Meeting Minutes of 5/8/2019:

Meeting minutes are on Town of Waterbury website.

https://www.waterburyvt.com/fileadmin/files/Recreation_files/2019_Minutes/Minutes_20190508.pdf

A. Motion to adopt: Paul

B. Second: Barb

C. Discussion: Confirmed minutes include flip chart notes

D. Vote: passed

5. Discussion of the Directors Report:

The Directors report is appended to the meeting minutes as presented.

6. Discussion of upcoming dates of interest;

Members and attendees are encouraged to review recreation opportunities and calendar of events at the following Town of Waterbury Website:
<http://waterburyvt.myrec.com/info/default.aspx>

Committee will consider moving to second Tuesday to get open space at Library – Frank will contact all committee members and Town to scope options and willingness to change.

7. Report and discussion of community center scoping status.

Frank to reach out to Bill M and Steve L to get more info and will then reach out to committee via e-mail. We may divide and conquer.

8. New Business

This work continues from the material contained in the minutes of the meeting on 5/8/2019. They capture the work to date on this section of the agenda. Copies were provided.

Continue exercise for the future of the Recreation Committee
Including but not limited to the following areas.

Committee structure and mission

Facilities

Programming

List of current and ongoing initiatives and projects and status.

Continued facilitated brainstorming and capture on flipchart of the thoughts of the group.

Identify key initiatives and develop a priority and action plan for addressing them.

Follow-up from work of 5//8/2019

Establish rules for meeting Quorum

Motion by Paul to define Quorum as;

“Simple majority of the voting members”

Seconded – Barb

Discussion – Does this match with Town and State Rules?

Passed – Contingent that it is not in conflict with Town or State rules

Diane will check

PROGRAMMING

Co-ed Volleyball has been moved back to Crossett Brook on Wednesday's from 7:30-10pm. No fee's charged for us at this location. VB will move to Anderson Field starting next week at the same time.

Adult Ukulele Skillbuilder finished up and went really well.
participant/max(min)- 8/12(5)

We offered a Lifeguard Certification course at Northern Vermont University- Johnson (Johnson State). I was able to get us a discount on the pool rental and our new pool director instructed the 3-day class (June 7th-9th).
participant/max(min)- 9/10(2)

Day Camp is K-7 this year. I moved one location (grades 4-7) to the Methodist Church in town since they have a very large and decent basement. This made it so that the Anderson location would have more spots available for kids in K-3 grade. K-3 sold out in 23 minutes (an improvement from last year's impressive 3 hours and 47 minutes). 4-7 currently has 5 spots remaining. I also looked at previous data and determined that we could open up 5 spots per week for week-only registration. These are also almost full. I believe the marketing and camp restructure I had completed in combination with the popularity of the camp as the reason why it sold out so fast.

I was able to secure a sponsorship of \$1,800 from the Fairfield Inn to cover the cost of the Day Camp t-shirts. In exchange, we will put their logo on the backs of the shirts. I also secured \$500 from Shaw's for the day camp staff t-shirts and \$600 from Best Western for Pool Staff wear. Winterfest has donated \$1,500 to camp scholarships and FORWARD has donated \$300 towards pool scholarships. Thank you to those sponsors and the others who have quietly donated to our rec program- it's helping MANY kids this year!

Summer swim registrations opened up with a steady number of sign-ups. I will update on specific numbers as we get closer to mid-June.

Spring swim lessons wrapped up on June 2nd. These were hosted at First in Fitness. We hope to continue our partnership with them in the fall.

The spring Women's Self-Defense course started on Thursday May, 9th and ran for 4 Thursdays. It went well- we hope to offer another one in the Fall/Winter.
participant/max(min)- 11/15(5)

FACILITIES

The tennis nets are set-up and ready to go. Harwood HS teams have rented the courts and have been practicing/playing their games there.

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All the leagues have reserved, and a few new ones have been booked. There are multiple soccer groups, baseball, softball and others booked for the summer.

Community Garden registration opened at the beginning of the month. North and South Gardens are full! The highway department cleared out any extra debris and put new stakes in. I had a rototiller come in to till the plots. With all the work the town has been putting in for the plots, in addition to the lease we have to pay, I am proposing to select board in the Fall that we raise the price \$15, to make it \$30 a plot. Other areas, such as South Burlington, Williston, etc. charge quite a bit more for less space and no tilling.

The rec building had to have part of the sewage line replaced as the toilet's kept backing up. Wastewater completed this task with the help of the Water Dept. In the beginning of June, wastewater replaced the manhole and part of the sewer line out in the parking lot of the rec building.

The pool renovation is complete. There is now a hallway to go through the building, with new check in/snack counters, and a unisex bathroom. Also, the toilets in the building were replaced due to the non-ADA compliance and how gross they were.

A new basketball hoop has been ordered for Hope Davey and will go in sometime this spring/early summer as the old one is broken.

Rusty Parker Park playground went in on June 8th with help from the Rotary. The Rotary gave me funds to purchase this playground to replace the existing structure at that location. I ordered a swing set with an extra bay so we could be compliant with playground regulations around toddler and normal seats. A new slide was put in and I had ordered 2 ground-level panels. One of the panels has a puzzle and the other some drums- the idea behind this was that so someone in a wheel chair could have something to do at this playground, and poetically an autistic child could play with the drums/puzzles (high-sensory objects). My parks crew created a new playground box to hold 8+inches of woodchips. Woodchips were put in on June 11th and the playground should be ready for use on June 13th.

The Dac Rowe softball field lights have been ordered but have been delayed. They should ship mid-June. Upon further inspection by the state electrical inspector, our field is quite dangerous as-is and needed to be addressed right away. This rose the cost of the project, but due to safety concerns I was able to get the extra funds approved. New conduit has been dug and laid from the back right of the municipal building to the lighted field. On June 8th, the highway dept., Woody, and some volunteers dug all around the field and laid the rest of the conduit. All that is left is digging over the live power line and putting the new lights in. Hopefully this project is completed by late-June.

Steve L. and I are currently working with a Boy Scout on his Eagle Project. He is planning to build 4 benches; 2 by the Anderson Basketball court and 2 by the pool for additional seating.

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I ordered a new flex-fence, for Dac Rowe field 3, through my BSN rep and was able to get quite a discount. The new fence has been well received by the leagues and random community members who have passed through the park.

I have had some rec staff (along with myself and volunteers) paint the pool house floor, some walls, and the new counters/bathroom. The building looks great!

Highway department painted part of the pool and patched a hole. In the fall we had them drain the pool and patch holes then when their locations were still fresh in our heads. The patch-work seemed to hold pretty well. I and some rec staff painted new red "Do Not Enter" areas on the sides of the shallow end.

I ordered a new sign for Dac Rowe as that one is faded and falling apart. The new sign matches the new downtown signage going in during the main st. project. We will hopefully get to install this sometime in early July.

2017 Parks & Recreation Reservation Income: \$810
2018 Parks & Recreation Reservation Income: \$1,495
2019 Parks & Recreation Reservation Income: \$1,720

2017 Recreation Programming Income: \$19,980
2018 Recreation Programming Income: \$18,553
2019 Recreation Programming Income: \$27,810

COMING UP

-Opening day for the pool, pool party (free) and movie by the pool (rec fundraiser) –
June 22nd 1p-7p, 7:30p, 9:30p

Check out the Spring/Summer Programming Guide here ->
https://waterburyvt.myrec.com/forms/5961_2019_summer_program_guide_update.pdf

Check out the current program registration offerings here ->
<https://waterburyvt.myrec.com/info/activities/default.aspx>

Governance Document – has been resent by Diane (copy attached)
Consensus of the group that this document should be scheduled for review annually.

Recreation Asset list – Comprehensive list of community and area recreational assets (copy attached)

Group consensus is that this should be a group effort of the committee and revisited Annually or more frequently as needed.

CONTINUATION OF BRAINSTORMING

Town Recreation Facilities

- Need a high-level condition assessment
- Determine life expectancy
- What is the financial liability of the condition and timing of that potential cost?
- Use project priority list (pdf copy attached) to order addressing those condition assessments
 - Need to add all “town” Recreation assets to the project priority list
 - Schedule priority list for regular group update

Programming

- Rec Director keeps Inventory
- Committee maintains awareness and respond to wishes with investigation and research (see governance document)

Committee Work Days

- Committee volunteer projects
 - Do them?
 - Organize?
- Review the Committee’s new role

Next Steps - Using the results of above- Develop a timeline for mapping the future of the rec committee.

Motion to adjourn: Paul

Second: Barb

Vote: Passed Adjournment at 7:52 PM

Governance Guide – Waterbury Recreation Committee

May 1, 2017

Addresses:

Main Office:

28 North Main St

Waterbury VT 05676

Telephone: (802) 244-7033

Alternate Site: Recreation Building at Anderson Field/Pool

Email: Recreation@WaterburyVT.com

I. Mission:

The Mission of the Waterbury Recreation Committee is: to bring together citizens to discuss and to identify potential improvements and expansion of recreational opportunities in Waterbury; collaborate with elected officials and municipal staff to develop and support on-going and new recreational programs; advise Town Officials and appointed staff on community consensus related to recreational needs, including improvements or additions to facilities and to provide updates on recreational events and activities and to assist in the implementation of activities.

II. Meetings:

The Committee shall hold regular meetings at such times and places as appropriately warned. The committee shall meet not less than six meetings each calendar year. All meetings shall be open to the public and held on not less than 48 hours' notice to members.

Meetings must be warned in accordance with the state's Open Meeting Law. A majority of members must be present for an official meeting to be conducted. As the Recreation Committee is an advisory committee, an action may be taken provided a simple majority of members, when a quorum is in place, vote to approve that action.

Meeting Procedures: (taken from Select Board Rules of Procedures)

- a. **Purpose:** The Rec Committee is required by law to conduct its meetings in accordance with Vermont Open Meeting Law. 1. V.S.A. § 310-314. Meetings must be open to the public at all times. At such meetings, the public must be afforded reasonable opportunity to give its opinion on matters considered by the Rec Committee so long as order is maintained. Such public comment is subject to the reasonable rules established by the Chair of the Committee. 1.V.S.A. § 312(h).
- b. **Application:** This policy setting forth rules of procedure for Rec Committee meetings shall apply to all meetings.
- c. **Procedures:**
The Chair of the Rec Committee, or in their absence, the Vice-Chair, shall preside at all Rec Committee meetings. If both Chair and Vice-Chair are absent, a member selected by the Committee shall preside at the meeting. The Chair shall rule on all questions of order or procedure and shall enforce these rules as required by 1.V.S.A. §E12(h).

III. Membership/Terms:

The Committee will be made up of a maximum of 11 members. The Committee shall include the Waterbury Recreation Director as a non-voting member who is not included in the 11-member maximum.

Committee terms shall be for three (3) years and appointments will be made on a staggered basis and expire on April 30 of each year.

Members may serve a maximum of three consecutive terms (i.e. 9 years) before a member must be absent from the Board at least one year before being eligible to be considered to serve again.

A member appointed to complete an unexpired term may be considered for reappointment to an additional three-year term, without any absence from the Committee.

The Town of Waterbury Select Board appoints members after submission of a letter of interest and qualifications for membership.

This is a volunteer group and, as such, no members shall be compensated for their committee time.

Intra-term resignations will be sent to the Town Clerk and the position vacancy will be posted.

The Town Clerk maintains the expiration dates of members.

Vacancies on the committee are filled via public notice.

The committee may ask the select board to immediately terminate a member's term if a committee member misses three consecutive meetings, without excuse and the Select Board shall direct the Town Clerk to post the vacancy.

Upon appointment to the Committee, members will receive a copy of this Governance document and be required to sign an acknowledgement of receipt.

IV. Officers:

Chair, Vice-Chair, and Secretary

Chair - organizes meetings, sets agenda. Responsible for sending advance notice of meeting to the Town Clerk for posting on website; acts as a source of public communications regarding Recreation issues after consult with Committee.

Vice-Chair - takes minutes in the absence of the Secretary, fills in for Chair, successor to Chair.

Secretary - Takes minutes; is responsible for sending approved minutes to Town Clerk for posting on website and as provided by law. (Also See VI. Reporting)

Note – there is no Treasurer as any and all funds raised by this Committee belong to the Town. (See Section VIII below for details on Funds and Donations.)

V. Duties and Powers:

The Town of Waterbury Select Board authorizes the Committee to act as a Committee dealing with Recreational issues.

The Committee shall attend Select Board meetings upon request and as defined in Section VI-Reporting.

The Committee is not authorized to spend town funds.

VI. Reporting:

The Committee shall provide for the taking of minutes of all regular and special meetings and submit a draft to the Town Clerk for posting within 5 calendar days of the meeting. The minutes must include; the names of all members present, and when possible, the names of any visitors or members of the public who attend; all motions made and the results of all votes taken.

The Town Clerk or designee shall post the final approved Committee minutes on the Town of Waterbury's website.

A representative from the Committee shall be available to meet with the Town of Waterbury Select Board at least semi-annually, or more if activities demand or at the request of the Select Board, to discuss Committee activities, goals and progress. Representatives will also meet with staff of the town as needed and no less than quarterly.

VII. Funds and Donations:

The Committee from time to time may perform fundraising activities. Any funds raised by the committee become assets of the town, which may be deposited into the Town's general operation fund or into the Recreation Capital Improvement Fund, depending on the purpose of the fund raising campaign. Any request for funds for Recreation projects, not already included in the town's annual budget must be presented to the Select Board Budget/ Capital Improvement Projects (CIP)

The Town of Waterbury's Recreation Director submits proposed operating and capital recreation budgets to the Municipal Manager with input from the Committee as follows:

Annually, by November 15th, the Committee with input from the Town Waterbury's Recreation Director and Public Works Director will develop operating and capital budgets for the Recreation & Parks Department. The budgets will include programs and projects the Committee considers necessary to fulfill the recreation needs of the town. As part of the process for capital spending, the Committee will attach cost projections to each item and prioritize the list from greatest need downwards, prior to submission to the municipal Manager. The Municipal Manager will work with the Recreation Director and with the Recreation Committee and will amend the budgets, if necessary, which will then be presented to the select board. The select board will make final adjustments to the budgets, as necessary and present the budgets to town voters at Annual Meeting. The Recreation Director presents the final budget to the Recreation Committee after final approval.

VIII. Ad-Hoc Committees

The Recreation Committee may form ad-hoc committees to assist in completing projects, recruit volunteers to assist in events, and perform research as needed. Ad-hoc committees are usually temporary in nature. While the ad-hoc committee members are not members of the Recreation Committee, and do not vote, they may attend meetings as needed.

Special Programs and Events From time to time, a group individuals or a community organization may propose a special recreation program or event (event) that, while not run by the Waterbury Recreation Department, receives permission from the select board to be held on town property with assistance from municipal staff. The Recreation Committee, in part or in whole, may take part in planning, organizing and running the event. For the purpose of providing property, casualty and liability insurance for these events, the town shall be considered a co-sponsor of these events. An event or an element of the event, as described in this section, may be held on private property, and with explicit permission from the select board, the town may agree to provide insurance as requested by the owner of said private property, if the town is able to meet the conditions of its insurer.

The collection of revenue and all expenses related to such special programs or events shall be the responsibility of the group or organization that is sponsoring the event and shall not be the responsibility of the town. However, if approved by the select board, the town may act as the fiscal and purchasing agent for the special program or event and the Municipal Manager shall ensure that all procurement policies and accounting practices of the town are executed.

If a special program or event, as described is intended to be a fund-raising event to benefit the Town of Waterbury, its facilities or a program operated by its Recreation Department, the select board shall be informed of and approve the specific proposal before the special program or event is planned.

A Memorandum of Understanding (MOU) between the organizers of a special program or event and the Town of Waterbury will be drawn and executed describing the special program or event, the role of each party in conducting the program or event and how funds or property donated to the town as a result of the event, if any, shall be used by the town.

The groups or organizations conducting special programs or events will provide periodic updates regarding the event, to the Recreation Committee and to the Recreation Director to provide information as to timing, use of resources, requests for assistance, etc. The Recreation Committee and Recreation Director shall provide periodic updates about the special programs or events to the Municipal Manager and the select board.

IX. Communications

No public communications regarding Committee activities should be made by individuals of the Committee without prior vetting by the Committee.

X. Changes to the Governance Document:

Amendments to this Governance Document shall be made by vote of the select board after receiving input from and having discussions with the recreation Committee.

Approved by the Select Board on May 1, 2017

#	Town (T), State (S) or Private (P) Village (V)	Name of Recreational Resource	Address street	Address town	Phone (802)	Activities	Contact	Website	Email
1	T	Anderson Fields	Intervale Rd	Waterbury	244-7174	Baseball , basketball, seasonal outdoor ice rink, playground	Deb Fowler	www.waterburyvt.com	recreation@waterburyvt.com
1.1	T	Anderson Field Tennis and Pickleball Courts	Intervale Rd	Waterbury	244-7174	Tennis/Pickleball	Deb Fowler	www.waterburyvt.com	
1.2	T	Anderson Field Rec Building	Intervale Rd	Waterbury	244-7174	Rec program,	Deb Fowler	www.waterburyvt.com	
2	S/T	Blush Hill Boat Launch (S) /Parking (T)	Blush Hill Rd	Waterbury	1 888 409 7579	Boat launch, swimming, fishing, waterski slalom course	na	www.vtstateparks.com	parks@vermont.gov
3	P	Blush Hill Country Club	Blush Hill Rd	Waterbury	244 8974	Golf 9 hole, sledding, club house	na	www.blushhillcountryclub.com	
	P	Best Western	Blush Hill Rd	Waterbury		Indoor Pool			
4	P	Country Club of VT	2800 Country Club Rd	Waterbury Ctr	244 1800	Golf 18 hole, sledding clubhouse	na	www.countryclubvt.com	info@countryclubvt.com
5	T??	Crossett Brook MS	5672 Route 100	Duxbury	244 6100	Gymnasium, sledding, playground, soccer and lacrosse fields, trails, 1/2 court basketball	Tom Drake	www.wwsu.org	
6	T	Dac (Dascomb) Rowe Field	North Main St.	Waterbury	244-7174	Baseball, softball, soccer, horseshoes, swings, canoe access, restrooms, community gardens	Deb Fowler	www.waterburyvt.com	
7	P	GMCR Visitor Center & Train Station	Main St.	Waterbury	na	Welcome Center, Amtrack Station, coffee shop	na	www.keurig.com	
8	P	Green Mountain Club	4711 Waterbury-Stowe Rd	Waterbury Ctr	244 7037	Info on Hiking Trails in the region	na	www.greenmountainclub.org	
9	T	Hope Davey Fields and Shelter	Maple St	Waterbury Ctr	244-7174	Ball fields (soccer, baseball, basketball) fields, disc golf, hiking, picnic shelter, mountain bike trails?, port-a-potty	Deb Fowler	www.waterburyvt.com	
9.1	T	Hope Davey Skate park	Maple St	Waterbury Ctr	244-7174	Skate park	Deb Fowler	www.waterburyvt.com	
9.2	T	Hope Davey Horseshoe pits	Maple St	Waterbury Ctr	244-7174	Horseshoe Pit	Deb Fowler	www.waterburyvt.com	
10	T/S	Ice Center CC Putnam Forest Mtn Bike Trails	546 River Rd	Waterbury	244-7174	Mountain bike trails, running trails	Deb Fowler	www.waterburyvt.com	
10.1	P/T	Ice Center Bike Pump Track	546 River Rd	Waterbury	244-7174	Bike pump track (not yet open)	Deb Fowler/WATA	www.waterburyvt.com	
10.2	P	Ice Center Soccer Fields	546 River Rd	Waterbury	249 1698	soccer fields (Capital Soccer-George Cook)	Deb Fowler	www.waterburyvt.com	
10.3	V	Ice Center Dog Park	River Rd	Waterbury	244-7174	Dog Park	Deb Fowler	www.waterburyvt.com	

10.4	P	Ice Center of Washington West	546 River Rd	Waterbury	244 4040	Public and private (hockey) skating, events	?	www.icecenter.org
11	S	Little River State Park	3444 Little River Rd	Waterbury	1 888 409 7579	boat access, swimming, picnic, hiking, campsites, park ranger, restrooms	na	www.vtstateparks.com
12	P	Pilgrim Park Field	5 Pilgrim Park Rd	Waterbury	244 4502	fair grounds?, leaf peepers race start	S. VanEsen	www.chamberofcommerce/waterbury-vt.com
13	T	Rusty Parker Park and Shelter	Main St.	Waterbury	244-7174	Band stand, farmers market, swing set, restrooms	Deb Fowler	www.waterburyvt.com
14	T	Seminary Fields	201 Hollow Rd	Waterbury Ctr	244-7174	Baseball, swing set, art center	Deb Fowler	www.waterburyvt.com
15	S	State of VT Office Complex	Main St.	Waterbury	na	Fairgrounds, walking	na	www.vermont.gov
16	T??	Thatcher Brook PS	47 Stowe St	Waterbury	244 7195	Gymnasium, sledding, playground, basketball, Trail system?	na	www.wvsu.org
17	P	VAST Trail System	26 VAST Lane	Berlin	229-0005	Snowmobile trail system	na	www.vtvast.org
18	S	Waterbury Center State Park	177 Reservoir Rd	Waterbury Ctr	1 888 409 7579	Boat Launch, swimming, fishing, picnic, Umiak kayak rental, restrooms	na	www.vtstateparks.com
19	T	Waterbury Community Pool	Intervale Rd	Waterbury	244-7174	Public pool and building, swim lessons, swim team	Deb Fowler/H. Cutler	www.waterburyvt.com
20	S, T	Waterbury Reservoir	several entrances	Waterbury	1 888 409 7579	swimming, boating, waterskiing course, fishing	na	www.vtstateparks.com
21	T??	Winooski River Access	Rte 100 and Rte 2 (after the b	Waterbury	244-7174	Canoe, kayak, fishing	Deb Fowler	www.waterburyvt.com

www.seminarvtcenter.com

MORE INFO: TOWN OF WATERBURY REC DEPT
28 N. MAIN ST.
WATERBURY VT 05676

VERMONT STATE PARKS
1 National Life Dr Davis 2
Montpelier VT 05620

Organization

Town of Waterbury Rec Dept

Clyde Whittemore Little League

?

?

Blush Hill CC

Country Club of VT

Waterbury Youth Soccer

Mad River Youth Soccer

Capital Soccer

Harwood Youth Hockey

Adult Hockey

WATA -Waterbury Area Trails Alliance

VMBA-VT Mtn Bike Assn

GMPA

The Barn

The Forge

Dave's Gym

Green Mountain Club

Sport

day camps/volleyball/field reservations

Youth Baseball

Men's baseball league

Women's softball league

golf - men's and women's leagues

golf - men's and women's leagues

Soccer ages K-6

Soccer ages K-???

Youth Soccer

youth hockey league

men and women's leagues

mountain biking

mountain biking

Dance

Gym/classes

Gym/classes

Gym/classes

Hiking Info

Park Unit	Building/Location	Project Name / Description	Work Category	Budget Category	Budget	Year Completed	Project score	Correct non-compliance with codes?	Correct a condition that will soon cascade in scope?	Correct a negative environmental impact?	Improve livability of the served community	Eliminate recurring excessive operating and maintenance costs?	Enhance or preserve use or visitation?	Improves recreational access and programming for chronically underserved or at risk population	Meet unmet and documented recreational demand?	Project enhances non motorized connectivity in the Community	Meet visitor needs for support and security?	DO IT NOW!	Additional Notes	PROJECT SCORE
ALL UNITS	ALL	ADA Audit of Recreational facilities and program and creation of a transition plan for expanding accessibility to all Town recreation facilities (budget for audit kit)	Program Support	Capital Improvement	\$1,500		310	x	x		x		x		x				This will be a self Audit to develop a transition plan to bring facilities into compliance with 2010 ADA guidelines	310
Dac Rowe	Toilet Building	reconfigure to ADA unisex facilities, ADA compliant access and fixtures (\$100/SF), or Convert structure to support and storage, construct paths and structure to accommodate portable seasonal toilets. (maintain similar budget)	Structure	Capital Improvement	\$25,000		300	x	x		x	x							This building is in desperate need of quality improvements. It is an otherwise durable structure which could be reconfigured to bring the facility into ADA compliance (either full or alternate) and vastly improve the comfort and acceptance of the facility. The ADA concept could be achieved by creating two non-gender specific toilet rooms each with an accessible stool and urinal. Non-gender designation will offset reduced stool numbers by accommodating events that are heavily slanted toward one gender (IE mens softball tournament, women's softball tournament). This facility is also too far to serve the far fields and must be supplemented or replaced with facilities closer to the center of the park. This need is currently met with portable toilets, a practice which can continue with these changes	300
Anderson Fields	Parking lot	Parking Lot Drainage design in preparation for replacement of failed dry well - project will include ADA connectivity to small pavilion	Site	Capital Replacement	\$1,000		230	x		x		x							The pavilion adjacent to the recreation building was installed without required ADA connectivity. Chronic drainage issues plague this location. Correction of drainage issues and an ADA path will remove the current "moat" between the rec building and the shelter.	230
Anderson Fields	Rec Building	Access Ramp resurface, installation of handrails	Structure	Capital Replacement	\$5,000		210	x			x	x							As one of the primary locations of services for this area, the rec building access is currently not ADA compliant, but tries to be. This improvement will bring it into 2010 compliance and improve overall access prior to full deterioration	210
Anderson Fields	Undetermined	install skate park similar to one at Hope Davies	Program Element	Capital Improvement	\$30,000		230				x		x	x	x				the downtown area does not have a skate park within walking range of a significant number of youth. The park in the center is out of range without driving and thus shuts a significant portion of the population out of this activity. Could be placed anywhere downtown	230
Dac Rowe	Pavilion Area	Create access pathway from access road to both playground and pavilion	Accessibility	Capital Improvement	\$5,000		200	x			x			x					This is a compliance issue missed during initial construction. Therefore creates a greater exposure due to non-compliance	200
Seminary Fields	Dugouts	Remove Dugout and fencing	Structure	Capital Maintenance	\$1,500		240		x		x	x	x						This is a recurring maintenance issue due to heaving. Different and more robust installation may eliminate this repeated need to reset. Mesh has separated from posts and requires re-stretching and re-attachment	240
Hope Davey	Pavilion	Pavilion maintenance surfacing and ADA access to parking and adjacent portable toilet	Structure	Capital Maintenance	\$3,500		180		x			x	x						The surface within the pavilion probably meets ADA requirements but the facility is not linked to parking and other services. Additionally converting from a dirt to a concrete surface will vastly improve the cleanliness and quality of the structure.	180
Anderson Fields	Tennis Lights	Upgrade (replace?) tennis lights	Utility	Capital Replacement	\$100,000		170			x		x	x						This is a typical re-capitalization which may return benefits of reduced power consumption and reduced light pollution from light spill	170
Anderson Fields	Pool	Pool Repairs (annual placeholder)	Structure	Capital Maintenance	?		150				x	x	x						self explanatory	150
Hope Davey	Horseshoe Pit	Horseshoe Pit	Program Element	Capital Maintenance	?		0												No idea why this item is on the list. there is no recognized capital improvement need	0
Dac Rowe	Lighted field	Replace entire lighting system including floodproofing	Structure	Capital Replacement	\$150,000		210		x		x	x					x		System Age means efficiency is low, repairs are increasing and increasingly difficult to address. There is significant light bleed to the surrounding environment.	210
Grange Park (Wat Ctr)	entire parcel	Gazebo landscaping, benches and rental tent site and electrical support	Landscape	Capital Maintenance	\$1,500		0												NEEDS A COMMITTEE WALK - This area may see increased use accommodating pedestrian use and events will enhance its value to the community	0
Hope Davey	Skate Park	Rehabilitate Skate Park - maintain current configuration, assess sub-structure, repair sub structure as needed. replace failed plywood underlayment, re-use steel decking	Program Element	Capital Maintenance	\$3,000		90					x	x						While currently serving the needs of the local community, the facility is into the second half of its life cycle. Survey of use should be conducted and recapitalization and replacement of features planned	90
Hope Davey	Disc Golf Course	Disc Golf	Program Support	Capital Maintenance	?		90					x	x							90
Anderson Fields	Rec Building Bathrooms	Reconfigure and re-plumb to meet ADA	Structure	Capital Replacement	\$3,000		100	x											This is a relatively simple upgrade to bring these facilities into compliance	100
Anderson Fields	Tennis Courts	Tennis Hitting Wall	Program Element	Capital Replacement	?		60						x		x					60
Dac Rowe	Pavilion	Add security lighting to the pavilion	Utility	New / Addition	\$2,500		70				x							x	Lighting proposed is not for nighttime use, but simply to illuminate the area to discourage illicit nighttime use	70
Hope Davey	Overall	Landscaping	Landscape	Capital Maintenance	\$200		60				x									60
Seminary	Ball field	Remove or repair dugouts and protective fencing	Structure	Capital Maintenance	\$1,000		50					x							Elements have reached end of life and use does not support the significant repair or replacement needed. Cost is possible machine rental and tipping fee for debris	50
Park Unit	Signage	Rules/Policies Signage	Program Support	New / Addition	?		10											x		10
Anderson Fields	Recreation Building	Epoxy covering of floor to support summer camp programming	Program Support	Capital Maintenance	\$6,000	2015	0					x						x	Current surface is difficult to clean and the epoxy is a cost effective way to provide reasonable term repair which will vastly improve the appearance and cleanliness of the facility and reduce repeated maintenance of painting	560
Anderson Fields	Playground	Remove and replace playground	Playground	Capital Replacement	\$50,000	2017	0	x	x		x	x	x	x					Current facility will largely need to be removed due to being out of compliance with current CPSI Playground safety standards. The estimate is "all in" however phasing could be effective in replacing elements while spreading out cost. Recommendation is to design the entire facility and then purchase units as funding becomes available.	380
Hope Davey	Playground	Replacement of Playground	Playground	Capital Maintenance	\$40,000	2018	0	x	x			x	x						This is largely required maintenance of a facility not yet out of compliance	280
Anderson Fields	Rec Building Doors	Replacement of building entrance	Structure	Capital Replacement	\$1,500	2017	0												capital maintenance item, reconfigure to allow wider and more welcoming opening	0
Anderson Fields	Ice Rink	Underdrain base and light duty Pavement to expand program use in summer and extend ice life in winter	Program Element	Capital Improvement	\$15,000		0												This would expand the use of this seemingly single use real estate	0
Hope Davey	Two Little League Fields	Extend Foul Fences at Hope Davies field (2x)	Structure	New / Addition	\$3,000		110	x										x	While potentially a safety issue this is really about acceptable construction standards for little league play, player and fan protection	110
							0													0

Project Priorities Column	Will the Project	Priority Value for Each Category	Rules to score a project in this category....
A	Correct non-compliance with codes?	100	These are recognized and regulated life/safety/building codes that are not scored to the category above. These include ADAAG for facilities to meet "Program Accessibility " standard of Title II. Interior railing height etc. Using this code will open a conversation regarding the degree of code non-compliance as it relates to the entire proposed project scope. Codes include adopted building codes (Electrical, Plumbing, ADAAG) as well as permit requirements (Shoreland, Floodway, Wastewater, Drinking water etc.)
B	Correct a condition that will soon cascade in scope?	90	All facilities will deteriorate. This category is for the situation where the failing system or structure component will actively accelerate the decay of itself or neighboring components Example, erosion of a dam spillway, or a leaking roof on a wooden structure. The accelerated or cascading nature of the failure must pass a reasonableness test as being that which will out pace the cost of repair. Costs of repairs or program loss must be at risk of much more than straight line, or normal increase
C	Correct a negative environmental Impact?	80	Corrects an existing condition that is a negative impact on the environment that is not a life safety issue. Example... a surfacing leachfield is a health and safety issue. Stormwater arrest or treatment of a roadside ditch that is blowing mud into a stream is an environmental issue.
D	Improve livability of the served community	60	This is a project that does something to immediately enhance the service or experience not directly related to a specific program... The kind of project that enhances the community and visitor perception of the park and thus the community and town... Example: Landscaping,
E	Eliminate recurring excessive operating and maintenance costs?	50	This reduction must be significant to be scored in this category. O&M cost reduction is a goal for all projects. This category is for projects where O&M reduction is a significant portion and goal of the project. A project coded to this criteria should be subjected to a maintenance management plan comparison where the savings can be quantified.
F	Enhance or preserve visitation?	40	A project coded to this criteria should be supported by public comment and financial and program analysis. Anytime something is improved there is an understanding that use and appreciation will increase. A project coded to this category should meet a specific documented potential for increased visitation by means of comparison to changes over time, in reaction to a specific incident or by comparison to comparable facilities.
G	Improves recreational access and programming for chronically underserved or at risk population	40	Project or program created from project will provide enhanced access and targeted participation to communities identified as underserved by socio-economic or physical barriers to recreation. This could include communities identified by US census, or groups requiring accomodation as identified by State Agency or NGO.
H	Meet unmet and documented recreational demand?	20	This criteria is preserved for projects that add to the carrying capacity of a facility or property in order to meet a documented demand that cannot be met without development.
J	Project enhances non motorized connectivity in the Community	70	A project coded to this category must be a project that increases or substantially improves pedestrian or mass transit connectivity. This is a "bonus" score for a project that may serve other needs as well.
I	Meet visitor needs for support and security?	10	Projects in this category are generally support structures that don't provide direct service but are critical to support and security and will not be available without this work. These are not the "Nice to have " features, these are the "need to have" but aren't necessarily used by the visitor facilities. Examples... storage shed, informational signage,
K	DO IT NOW !!	500	Override field to allow administrative decision to execute a project immediately essentially bypassing all other criteria. Using this button recognizes that this decision occurred outside the normal prioritization criteria

Park Unit
Anderson Fields
Dac Rowe
Hope Davey
Ice Center Fields
Dog Park
Grange Park
Seminary
ALL UNITS

Budget Category
New / Addition
Capital Improvement
Capital Replacement
Capital Maintenance

Work Category
Playground
Accessibility
Structure
Program Element
Site
Landscape
Program Support
Utility