

Parks & Recreation Committee
Meeting Minutes
February 3, 2010
7:00pm

Roll Call:

Present: Peter Sawyer, Arnold Palmer, Lynette Ziskin, Tricia Letendre, Daniel Russell, Maegan Frantz, Greg Birbilis, Frank Shipp, Ben Baskin.

Town Officers Attending: Tim Szczepaniak; Marybeth Hynes; Patty Southworth

APPROVED 2.17.10

Review & Approval of Meeting Minutes from 2.3.10:

Sawyer made motion to accept meeting minutes from 2.3.10 with changes noted in red. Baskin seconded. Ayes-All; Nays-None.

Old Business:

- **Park Estate Funding –Town attorney Murray Brower.**

Mr. Brower was not in attendance at meeting. Because of Shipp's familiarity and experience with estate planning, a follow-up will be conducted with Mr. Brower by Shipp. Specifics of bequest for Diamond Anchor Park will be discussed to determine, as best as possible, facts surrounding the bequest- specific language, limitations, financials, disbursement schedule, etc.

- **Members to provide an update on their efforts as follows**

I. Land option – Palmer

1. Southworth passed out map of Jan Lang property*; +/- 40 acres on Garrett Rd. (5 acres of which is an easement for utility). Asking approx. \$8,000.00 per acre.
2. Property of Jan Clark introduced. This is the old Clark/Bockmeyer farm on Scotchbush Rd. approx. sixty acres. Palmer spoke with Tom Johnson re: property and states they are willing to work with Town. Southworth to call and speak directly to owners re: availability.
3. Szczepaniak introduced Shirley Palmer's land which is a large parcel of approx. 106 acres on Charlton/Ballston Town line. A drive through of property resulted in identifying its potential as developable for Parks. Looking for price for land.
4. Palmer submitted a listing of property parcels (with acreage)* within Town that the committee may wish to further investigate. By enlisting Jason Kemper and the County Planning GIS, the committee will be able to narrow this list of properties by applying agreed upon filters.

II. Park Options, with timelines and costs (rough order magnitude) – Frantz and Shipp.

1. Shipp distributed individual copies of the LCC files forwarded by Scott Miller*. Russell determined with input from Scott Miller that these discs do not contain All information of the LLC. The town offices have notebooks and additional materials available to the Parks and Recreation Committee should additional information be sought.
2. Shipp presented Parks & Rec Worksheet* that organizes and states important factors in determining facility type, questions & observations that are present, and actions required to be taken thus far.
3. Frantz distributed Park Classification and Recreation & Park Activity Space Requirement charts*. Information shared on these charts has been based on recommendations of the National Recreation and Parks Association; the recognized leader in advancing and developing the parks & recreation movement.
4. Charts outlined commonly accepted park categories, brief description of the categories, desirable space requirements for facility and activities, potential site characteristics, and a local example of each park category.
5. Timelines and costs for the planning and construction of these different parks/activities will depend enormously on the preparation of the site and end product envisioned.

III. Schools and Organizations – Birbilis

1. *Birbilis introduced conversation he had with both Burnt Hills-Ballston Lake (BHBL) and Ballston Spa School (BS) Athletic Directors. It appears that fields are of the greatest need for both districts.*
2. *Multi-use fields are desired to accommodate a number of athletic activities – soccer, lacrosse, youth sports leagues. A collaborative effort may produce more/better results with funding requests/financing of projects..*
3. *Palmer expressed opinion that our role should not be to build school facilities.*
4. *Birbilis forwarded additional information he received to committee members through electronic mail*pertaining to potential costs of facilities, as discussed with one of the school architects. A copy of this email will be included in these minutes and available for review at 2.17.10 meeting.*

IV. County & Clifton Park Plans – Sawyer

1. *Contacted CP for assessment of their parks and rec plans. Currently, CP has property on northern end, near Hubbs Rd .slated for development that the Town of Ballston has property near.*
2. *Illustrated on map where County bike trails exist in hopes of identifying potential connecting corridors in the Town of Ballston. Suggests we look at how we fit into the “big picture” of existing trails and the potential to work cooperatively on biking/walking trails. Town of Glenville has expressed interest in these specific endeavors. Glenville is not interested in horse trails.*
3. *Property at Fireman’s Grove was introduced as potential park and discussion centered on if the membership was even interested in selling property. Southworth to follow up with personal contact in membership to see if there would be any interest*
4. *Please note Sawyer topics lead directly into Jason Kemper from the County Planning Department.*

V. County Planning - Jason Kemper

1. *Introductions of Jason Kemper from the Saratoga County Planning Office made.*
2. *Kemper detailed County initiatives:*
 - a. *Office is prioritizing the completion of the Zim Smith Trail from Underpass Rd. to Oak Street in the Village of Ballston Spa. Project is slated for completion this summer. This part of the trail is the most expensive due to a right of way issue with the railroad. Long range plans for this trail are to head south into Mechanicville and hopefully to connect in Saratoga Spa State Park to the north.*
 - b. *Office is planning on opening County forest lands to logging which will open the lands for passive recreation.*
3. *Kemper has offered to provide any mapping we need for our work. Requesting that one person be the point person for the committee. Sawyer has volunteered to be that person. Kemper’s contact information was provided to Sawyer.*
4. *Kemper provided a number of suggestions for the committee:*
 - a. *Be proactive rather than reactive – put proper language into planning documents now rather trying to compete with future development. Have developers put in trails/parks to meet open/green space requirements.*
 - b. *Be ready with a plan when money becomes available. Identify corridors that can be utilized to fit within present system.*
 - c. *Utilize active groups and clubs as resources– P.L.A.N., biking clubs*
 - d. *Start with passive recreation site*
 - e. *Identify, understand and work with critical property issues - Rite of Way, ownership, easements, etc.*
 - f. *Utilize his office and the information that he has available. Identify what is important to us in a site and mark up maps.*
 - g. *Utilize bargain sales if possible.*
 - h. *Will return to meeting when invited to introduce committee to the GIS website.*

VI. Town plans – Baskin

1. *Distributed Parks and Recreation Assessment of Milton, Malta & Village of Ballston Spa.**
2. *Hynes distributed packets of information provided by the Town of Malta: Field Planning Guide and Parks Packet.**
3. *Sawyer asked about FAB8 money that Malta will receive to help with parks.*

4. *Big push for Malta to connect current Zim Smith trail with Luther Forest*
5. *Hynes will provide information to committee on the joint workshop completed by the Town of Malta and the Town of Ballston.*
6. *Malta & the Village of Ballston Spa are interested in working collaboratively on fields.*

VII. Press Release – Frantz

1. *Press release reviewed by committee.* Suggestion to forward to Kim Ireland for review because of her experience/expertise in the area of communications.*
2. *Suggestion to add President's contact information on PR as well.*
3. *Will revisit press release at next meeting.*

New Business:

- **Community Needs Assessment**
 1. *Web Polling suggested on Town website – Debra Drake would be town contact for information.*
 2. *Concerns that non-residents would take the poll and disqualify results.*
- **Historical Properties**
 1. *Letendre suggested historical properties be investigated for special use park.*
 2. *LCC discs contain historically designated properties for review.*
- **Develop next action plan based on the input to date.**
 - ***Sawyer** - contact Jason Kemper at County Planning for GIS layering map. Criteria: 15+acre, historic/environmental parcel, trail systems, cost per acre, topography.*
 - ***Shipp** – contact Marty Brower, town attorney, directly to discuss language of bequest; contact Malta re: annual maintenance costs for parks and rec.*
 - ***Baskin** – attend PLAN meeting*
 - ***Letendre** –investigate Community Input Plan/Website Polling/Needs Assessment.*
 - ***Southworth**- report on current cost of existing parks and bike trails as stated in Comptroller files; will check with IT Department re: web polling.*
 - ***Palmer** - continue to identify parcels and speak with land owners.*
 - ***Frantz** – revise press release; Begin listing of potential funding sources; contact Clifton Park re: annual maintenance costs for parks and rec.; rough plan for facility.*

Adjournment:

**All business complete, motion to adjourn made by Letendre, seconded by Baskin. Ayes – All, Nays – 0.
Meeting adjourned 9:00pm.**

Next Meeting:

Wednesday, February 17, 2010, 7:00pm, Ballston Town Hall

** Copies of these items may be viewed in the Town Clerks Office*