

Joint Park O & M Committee  
Department of Public Works  
AGENDA  
August 30, 2016 – 10:20am

Committee Members: *MERLINO, Dickinson, Wood, Frasier, Blais, Harrington*

- I. **Committee Meeting Call to Order**..... Chairman Merlino
- II. **Motion to Approve Minutes of Prior Committee Meeting**..... Chairman Merlino
- III. **Action Agenda/New Business**

Page

- 1 Auth Payment to V/O LG for Event and Maint. Expenses..... Mayor Blais  
Rationale: Reimbursement of labor and contract expenses

IV. **Referral/Pending Items –**

- 1. Committee authorized Mayor Blais to work with County DPW Engineering staff to develop specifications for a temporary stage to be used at the Festival Commons, which could also be transported for use in other areas of the County; update to be provided at a future Committee meeting. (03.23.16)
- 2. Committee to revisit the idea of introducing wifi at the Festival Commons when cost estimates are made available. (03.23.16)

V. **Information for Discussion/Review**

- Event updates..... Mayor Blais
- October 4<sup>th</sup> Park Grand Opening update and costs..... Mayor Blais
- Discussion: BMX bicycle use of Skate Park..... Mayor Blais
- ATM Service for Park Building..... Mayor Blais

VI. **Privilege of the Floor to discuss any additional items to come before the Committee**

VII. **Motion to Adjourn**

Attachments – None

# *RESOLUTION REQUEST FORM NO. 20*

## *MISCELLANEOUS*

*\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Public Works, Park O & M

DATE: August 29, 2016

- (a) Purpose of Request: To Reimburse Village of Lake George for Property Maintenance costs on gaslight Village property
  
- (b) Details: Appropriation Code is A.691.07 Deferred Revenue Gaslight Village to A.1625 413 Gaslight Village Property, Reepair and Maintenance: \$1,984.50 Attendants for July 2016; \$222.75 Repairs for July 2016; \$1,166.81 Landscaping Equipment; \$435.36 Supplies
  
- (c) Previous Resolution Number:
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

| Wood Park repairs |           |               |              |           |
|-------------------|-----------|---------------|--------------|-----------|
| date              | attendent | cost per hour | hours worked | cost      |
| 7/13/2016         | Scott B.  | \$ 13.50      | 8            | \$ 108.00 |
| 7/14/2016         | Scott B.  | \$ 13.50      | 5            | \$ 67.50  |
| 7/28/2016         | Scott B.  | \$ 13.50      | 2            | \$ 27.00  |
| 7/29/2016         | Scott B.  | \$ 13.50      | 1.5          | \$ 20.25  |
| <b>Total</b>      |           |               |              | \$ 222.75 |

No 2327

**Statement**  
**VILLAGE OF LAKE GEORGE**  
 P.O. Box 791  
 Lake George, New York 12845  
 518-668-5771

TO: ATTN JEFF TENNYSON  
WARREN CO DPW SUPT  
4028 MAIN ST

AUG. 4, 2016  
 DATE

WARRENSBURG NY 12885

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|  |                   |
|--|-------------------|
| <b>FOR: WOOD PARK ATTENDANTS FOR JULY 2016</b> | <b>\$1,984.50</b> |
| <u>WOOD PARK REPAIRS JULY 2016</u>             | <u>\$ 222.75</u>  |
| <u>LANDSCAPING EQUIPMENT FOR WOOD PARK</u>     | <u>\$1,166.81</u> |
| <u>WOOD PARK SUPPLIES</u>                      | <u>\$ 435.36</u>  |

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**Total Amount Due** \$3,809.42

Very truly yours,  
 DAVID HARRINGTON, DPW SUPT.

| Park attendents/ July 2016 |                    |               |              |                    |
|----------------------------|--------------------|---------------|--------------|--------------------|
| Date                       | attendent          | cost per hour | hours worked | cost               |
| 7/1/2016                   | Bob Gunther        | \$ 13.50      | 4            | \$ 54.00           |
| 7/1/2016                   | Dave Goodsell      | \$ 11.50      | 5            | \$ 57.50           |
| 7/5/2016                   | Bob Gunther        | \$ 13.50      | 6            | \$ 81.00           |
| 7/5/2016                   | Dave Goodsell      | \$ 11.50      | 7            | \$ 80.50           |
| 7/6/2016                   | Bob Gunther        | \$ 13.50      | 2            | \$ 27.00           |
| 7/6/2016                   | Dave Goodsell      | \$ 11.50      | 5            | \$ 57.50           |
| 7/7/2016                   | Dave Goodsell      | \$ 11.50      | 8            | \$ 92.00           |
| 7/11/2016                  | Bob Gunther        | \$ 13.50      | 2            | \$ 27.00           |
| 7/12/2016                  | Bob Gunther        | \$ 13.50      | 4            | \$ 54.00           |
| 7/13/2016                  | Bob Gunther        | \$ 13.50      | 3            | \$ 40.50           |
| 7/14/2016                  | Dave Goodsell      | \$ 11.50      | 7.5          | \$ 86.25           |
| 7/15/2016                  | Bob Gunther        | \$ 13.50      | 2            | \$ 27.00           |
| 7/15/2016                  | Dave Goodsell      | \$ 11.50      | 8            | \$ 92.00           |
| 7/18/2016                  | Bob Gunther        | \$ 13.50      | 2            | \$ 27.00           |
| 7/19/2016                  | Dave Goodsell      | \$ 11.50      | 8            | \$ 92.00           |
| 7/19/2016                  | Bob Gunther        | \$ 13.50      | 2            | \$ 27.00           |
| 7/20/2016                  | Dave Goodsell      | \$ 11.50      | 8            | \$ 92.00           |
| 7/20/2016                  | Bob Gunther        | \$ 13.50      | 5            | \$ 67.50           |
| 7/21/2016                  | Dave Goodsell      | \$ 11.50      | 8            | \$ 92.00           |
| 7/22/2016                  | Bob Gunther        | \$ 13.50      | 1            | \$ 13.50           |
| 7/22/2016                  | Dave Goodsell      | \$ 11.50      | 5.5          | \$ 63.25           |
| 7/25/2016                  | Dave Goodsell      | \$ 11.50      | 5            | \$ 57.50           |
| 7/26/2016                  | Bob Gunther        | \$ 13.50      | 4            | \$ 54.00           |
| 7/26/2016                  | Dave Goodsell      | \$ 11.50      | 6            | \$ 69.00           |
| 7/27/2016                  | Bob Gunther        | \$ 13.50      | 4            | \$ 54.00           |
| 7/28/2016                  | Dave Goodsell      | \$ 11.50      | 7            | \$ 80.50           |
| 7/29/2016                  | Dave Goodsell      | \$ 11.50      | 6            | \$ 69.00           |
| 7/1-7/31                   | rest room cleaners | \$ 10.00      | 35           | \$ 350.00          |
| 8 hrs/week                 |                    |               |              |                    |
| Just over an 1hr/day       |                    |               |              |                    |
| <b>Total</b>               |                    |               |              | <b>\$ 1,984.50</b> |

| landscape equipment Wood Park |             |
|-------------------------------|-------------|
| item                          | cost        |
| push mower                    | \$ 255.55   |
| edger                         | \$ 66.47    |
| string trimmer and            |             |
| string                        | \$ 189.02   |
| shovels,rakes,                |             |
| brooms,                       |             |
| litter grabber                |             |
| 2 each                        | \$ 168.79   |
|                               |             |
| 2 100ft hoses                 |             |
| 4 splitters                   | \$ 148.08   |
|                               |             |
| hand leaf blower              | \$ 132.05   |
|                               |             |
| wheel blower                  | \$ 90.23    |
|                               |             |
| Misc. Hand tools              | \$ 116.62   |
|                               |             |
|                               | \$ 1,166.81 |

| Wood Park supplies |         |           |                  |
|--------------------|---------|-----------|------------------|
| item               | amount  | cost each | total            |
| Trash can liners   | 5 cases | \$ 20.86  | \$ 104.30        |
| Toilet paper       | 3 cases | \$ 44.48  | \$ 133.44        |
| paper towels       | 3 cases | \$ 18.32  | \$ 54.96         |
| hand soap          | 2 cases | \$ 21.24  | \$ 42.48         |
| windex             | 1 case  | \$ 39.91  | \$ 39.91         |
| "Doggy Pot" bags   | 1 case  | \$ 15.00  | \$ 15.00         |
| Masking Tape       | 1 case  | \$ 45.27  | \$ 45.27         |
|                    |         |           |                  |
| <b>Total</b>       |         |           | <b>\$ 435.36</b> |

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: DPW**

**DATE: 8/30/16**

- (a) Purpose of Request:  
**to authorize amending the backup for Village of Lake George's check # 28348 for \$19,500 for Festival Space rentals to transfer \$1500 from the Shriner's Circus and \$1500 from Day#2 of the British Invasion to American Music Festival for the Lake.**
  
- (b) Details:  
**Shriner's Circus has cancelled their event on 9/16/16 due to the circus losing their tent last year in poor weather and not replacing it. The weekend of the British Invasion 8/13 and 8/14/16 was stormy, and their event was also cancelled.**
  
- (c) Previous Resolution Number:  
**None**
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**Sample: A.8021 470 Planning & Community Development – Contract**

**\* as listed in budget and LOGOS**

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**DEPARTMENT NAME: DPW**

**DATE: 8/30/16**

- (a) Purpose of Request:  
**to authorize a reduced fee of \$250 for partial use of Festival Commons at Charles R. Wood Park for King George Fishing Derby, July 8, 9, and 10, 2016**
  
- (b) Details:  
**Registration for the event was set up on the sidewalk rather than in the Festival Space. Sunday it rained and the award ceremony was moved to the American Legion. No other requests were received for use of the festival space on these dates.**
  
- (c) Previous Resolution Number:  
**None**
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

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WOOD PARK OPERATIONS AND MANAGEMENT MEETING 8/30/2016

1. CLYDESDALE VISIT 8/18/2016

- Over 1,000 attended the showing at the Festival Commons. Much praise was received by the teams' handlers and attendees.
- The children's playground was packed.
- The parade was cancelled due to rain.

Mayor: It took 3 meetings and over 5 hours to plan the visit.

2. UPCOMING EVENTS

- September 8 – 11 – Adirondack Nationals Car Show. Commons and parking lot.
- September 24 – 25 – American Music Festival.
- September 30 – October 1 – Adirondack Independence Music Festival
- October 4 – Grand Opening Ceremony 11 AM – 1 PM Luncheon, wood park, Secretary of State Rosanna Rosado.
- October 21 – 23 – Lake George Harvest Festival

3. PLANNED EVENTS 2017

- May – Northeastern Barbershop Quartet Festival.
- June – Wild Adriatic Music Festival. ~~\_\_\_\_\_~~ *Tow Truck Show*
- July – Wood carvers expedition and competition.
- September – Circus Smirkus – Shriner's.
- September – Law Enforcement Week competition in Lake George.

4. DPW VILLAGE WORK: JULY – AUGUST

The park has been very active and everything seems to be going along very well. The Village forces have reinstalled the two light poles that were previously knocked down by event participants. The Village forces have also repaired a light that was previously not working along the walkway in the Adventure area. We have had some concerns as of late about the rocks on the "cave crawls". They have become loose and I would recommend at the end of the season some of them be removed. Then the Village forces will cover the area with top soil and plant grass on the top of them. The Village forces have spent 386 man hours as of the end of July maintaining the park; that does not count the hours spent mowing the Festival Space or South parcel.

5. ANNOUNCEMENT OF GRANT AWARD - \$200,000

- Paperwork must be completed.
- Where is the balance coming from? \$50,000 - \$75,000.

Respectfully submitted,

Mayor Blais

## Kissane, Mary

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**From:** Francett, Lori <LFrancett@rkinsurance.com>  
**Sent:** Monday, August 29, 2016 10:03 AM  
**To:** Kissane, Mary  
**Cc:** Burnham, Jessica; Clute, Amy  
**Subject:** RE: Charles R. Wood Park Skate Park

Hi Mary,

Sorry this has taken so long, but I finally received a response from NYMIR's risk management department regarding allowing bikes and scooters in the skateboard park.

There are a few issues involved here.

- 1.) The park was not designed for bikes, it was designed for Skateboards. Bike parks have different angels and curves on the ramps.
- 2.) Bikes create a greater hazard in an accident situation, due to weight and speed. (Skateboards just roll away, Bikes become sources of injury)
- 3.) Many communities are eliminating the use of scooters and bikes at their skate parks. Here is a recent article: <http://www.ocregister.com/articles/park-660858-city-scooters.html>
- 4.) BMX riders move through skate parks much faster than skateboarders, while scooters move slower. These differences in speed can increase the chance of collisions.
- 5.) Scooters are most often used by younger riders. They need supervision when riding with bigger and faster riders in the park. They often do not pay attention to others and several injuries have occurred to these young riders moving in front of others who waited their turns.

With these issues in mind, if you choose to allow these older, faster vehicles and younger slower vehicles in your park there is significant increase in risk at the park. If you choose to allow them at the park there needs to be strong Warnings and Rules posted at the park. Someone needs to enforce safe operation. Many communities have had to pass ordinances to give law enforcement the teeth they need to stop unsafe behavior. Your Parks and Recreation employees may also be used to enforce the safety policies.

Please let us know when you make your decision. There will be an additional charge if you decide to allow bikes and scooters since the exposure is greater. And you need to take into consideration with the greater exposure if you have a claim or claims, depending on the size of the claim that could affect your future premiums as well.

Thanks,

Lori Francett, CIC  
Major Accounts Client Manager  
Rose & Kiernan, Inc.  
[Lfrancett@rkinsurance.com](mailto:Lfrancett@rkinsurance.com)  
518-792-0945 ext. 4440  
518-244-4261 fax

Summer Hours 6/27 through 9/02:  
Monday-Thursday 8:00-4:30  
Friday 8:00-3:00

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