

Joint Park O & M Committee
Department of Public Works
AGENDA
October 31, 2016, 9:45 am

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 - NONE**

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

- Festival Commons WiFi (50mb @ \$99/mo +tax)..... Jeff Tennyson
- 1 South Parcel O & M Manual..... Jeff Tennyson
- 4 Park Water Feature Concept..... Mayor Blais

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

VII. Motion to Adjourn

Attachments – None

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existing drainage patterns (as redeveloped) shall be permitted only pursuant to an approved stormwater management plan, approved in writing by the Grantees pursuant to Section V;

- l. Non-commercial or commercial passive recreation (for example, a fishing or wetland habitat class) and education activities (for example, a guided nature study) of the type described in Section IV of this CE, shall be permitted, provided that such activities are conducted in a reasonable manner which does not impair the Conservation Purposes of this CE;
- m. Historic interpretation and reenactment activities shall be permitted, provided that such activities are conducted in a reasonable manner which does not impair the Conservation Purposes of this CE;
- n. The vegetated buffer zones adjoining the Festival Space, as depicted on Exhibit B, are not part of the Festival Space. They shall be maintained as buffer zones and shall not be developed. Vegetation, and wherever practicable, mature trees, shall be maintained in said buffer zones, so as to provide substantial visual screening of the Festival Space and its facilities. Provided, however, that within said buffer zones, appropriate footpaths and walkways may be constructed to link the Festival Space to the remainder of the Protected Property and adjoining properties; and
- o. The activities listed in paragraphs III (1) (a), (b)(i), (c), (f), (g) and (h) above shall also be permitted post-development.



6. Maintenance of Park Facilities. The County shall clean out, maintain and repair the stormwater management, treatment and control facilities, including environmental facilities, streams, ponds, wetlands, pipes, basins, infiltration meadows, on the Protected Property. The Town and Village shall jointly maintain and repair all other Park Facilities, the grounds and any structures on the Protected Property, including landscaping, signs, parking areas, driveways, trails, lighting, benches and buildings and structure, except for those maintained by the County. All such facilities and property shall be maintained in good working order and shall be kept looking attractive to the best of the ability of the Grantors. Such work shall be done at Grantors' expense, but they may apply funds described in paragraph 7 below to such work. All such work shall be performed consistently with the Park Management Plan provided for above.

7. Funds. The Management Team shall prepare an annual budget for the maintenance, repair and improvement of the Protected Property for review and approval by the governing bodies of the Grantors. Except as expressly provided herein and in paragraph 8 below, all funds generated by the leasing or other use of the Protected Property, including fees, rents and parking revenues, shall be placed into a separate account to be kept under the control of the Warren County Treasurer, which shall be expended for the maintenance, repair and improvement of the Protected Property. If parking meters are installed on West Brook Road, all proceeds from such meters shall be placed in said account to be used for such purposes. Any funds in such account that are not expended in the year in which they are generated may, by agreement among the Grantors, be distributed to the Grantors in such proportions as they may agree to among themselves, to be used for other lawful governmental purposes, or be carried over in a reserve fund for future use on the Protected Property.

**West Brook Conservation Initiative South Parcel Stormwater Improvements
Town of Lake George, Warren County, New York**

**6.0 ESTIMATED BUDGET FOR STORMWATER FACILITY OPERATION,
INSPECTIONS, AND MAINTENANCE**

Funding for the operation and maintenance of the facility will be provided as described in the Conservation Easement for the property, filed on March 14, 2008 in the Warren County Clerk's Office. Additional funding opportunities may be available.

| Maintenance Item | Total Estimated Budget/Year |
|--|-----------------------------|
| Mowing & Site Debris Removal | \$3,500.00 |
| Landscaping Replacement / Invasive Mgmt. | \$3,500.00 |
| Sediment/Debris Removal from Structures | \$1,500.00 |
| Sediment/Debris Removal from Forebays (yearly set aside) | \$800.00 |
| Structural Repair/Replacement (yearly set aside) | \$800.00 |
| Inventory/Reporting of Invasive Plant Species | \$2,400.00 |
| Annual Engineering Inspection | \$800.00 |
| Regular Monitoring | \$3,000.00 |
| Gravel Wetland – Replacement of Media (yearly set aside) | \$800.00 |
| Subtotal | \$17,100.00 |
| 15% Contingency (Repair of severe weather conditions damage and long-term capital replacement) | \$2,565.00 |
| **Total Estimated Yearly Maintenance Budget | \$19,665.00 |

* Includes personnel, materials and equipment.

** The above estimate provides an approximate budget for annual maintenance. Values are presented in 2014 dollars based upon RSMean's Site Work and Landscape Cost Data, 2014. Values do not reflect actual quotes for work outlined.

***Damage from vandalism, accidents, etc. may require additional funds.

END OF MANUAL (SEE ATTCHMENTS FOR ADDITIONAL INFORMATION)

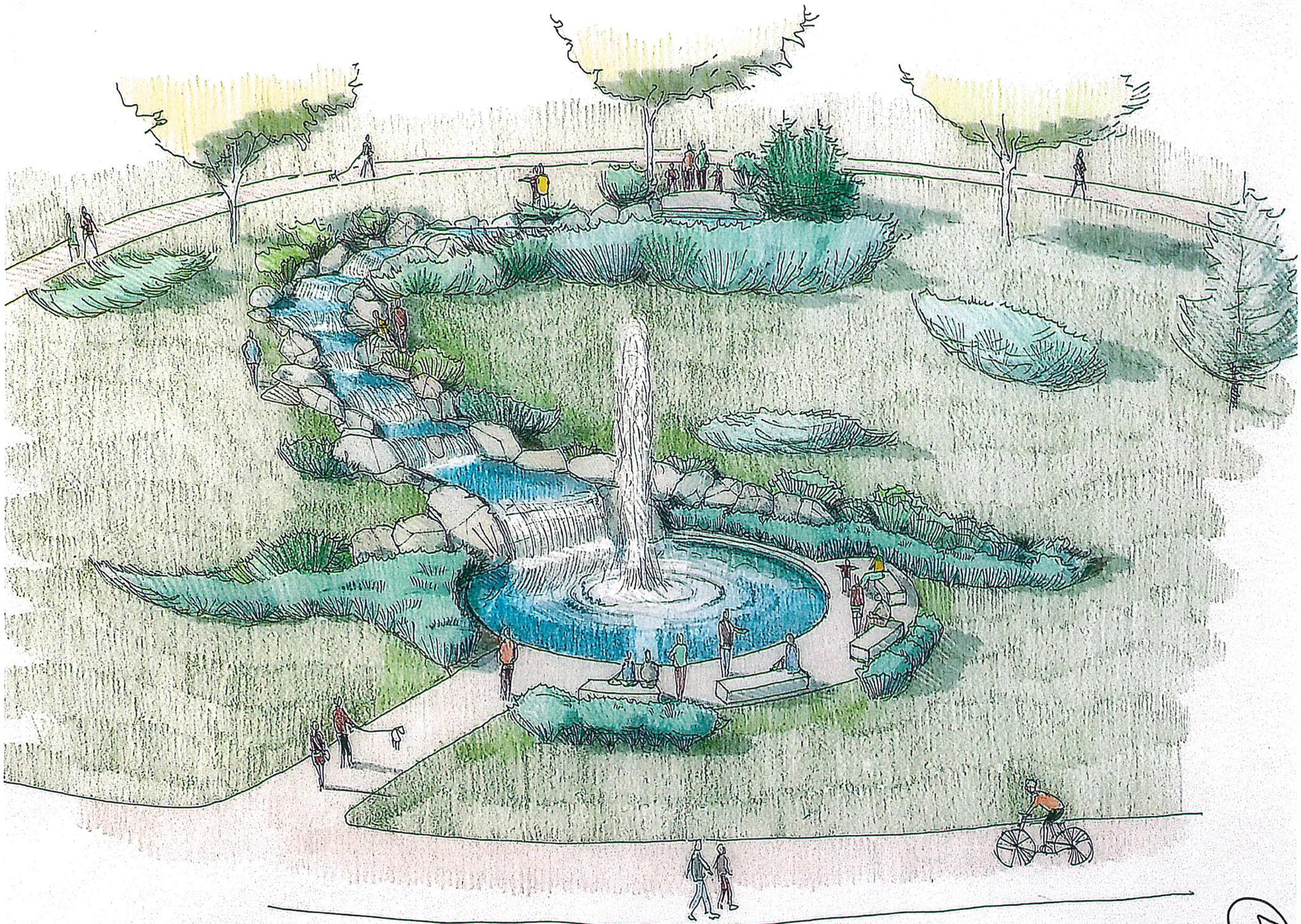


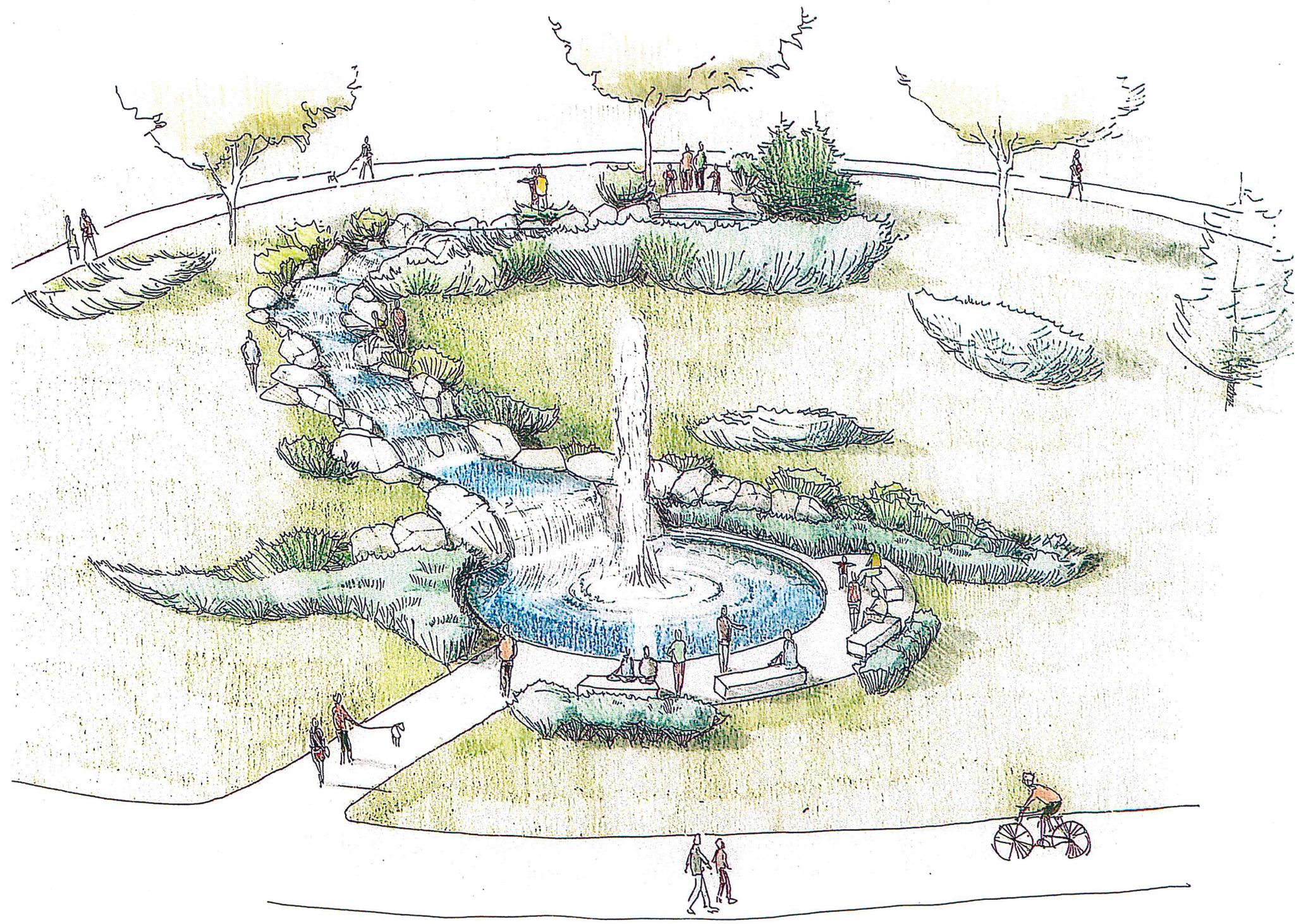
GENERAL OPERATION AND MAINTENANCE PROCEDURES

- GENERAL SITE COVER**
- MOVING AND SWEEPING: REGULARLY SCHEDULED, 2 TIMES/YEAR.
 - SWEEPING: REGULARLY SCHEDULED, 2 TIMES/YEAR
 - DEBRIS AND LITTER REMOVAL: REGULARLY SCHEDULED, 2 TIMES/YEAR
 - STRUCTURAL REPAIR OR REPLACEMENT: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - CATCH BASIN CLEANOUT: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - GRASSSED SWALE MAINTENANCE: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - RIP-RAP DISSIPATION STRUCTURE MAINTENANCE: REGULARLY MONITORED, ADDRESSED AS NEEDED.
- SETTLING POND (POND 1), WET MARSH (PONDS 2, 3, 4, & 5), FOREBAY (POND 6), AND DEEP POOL (POND 7)**
- MOWING: REGULARLY SCHEDULED, 2 TIMES/YEAR. NOT DESIRED NOR ALLOWED IN AQUATIC BEDCHES.
 - DEBRIS AND LITTER CONTROL: REGULARLY SCHEDULED, AT LEAST 2 TIMES/YEAR.
 - STRUCTURAL REPAIRS AND REPLACEMENT: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - EROSION CONTROL: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - SEDIMENT REMOVAL:
 - PONDS 1 & 6: EVERY 4-5 YEARS, OR WHEN ACCUMULATION REACHES 50% OF TOTAL CAPACITY.
 - PONDS 2, 3, 4, 5, & 7: EVERY 4-6 YEARS, OR WHEN ACCUMULATION REACHES 12 INCHES IN DEPTH.
 - INLET AND OUTLET STRUCTURES: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - REMOVAL OF INVASIVE SPECIES: REGULARLY MONITORED, ADDRESSED AS NEEDED.
- GRAVEL WETLAND**
- MOWING: NOT DESIRED NOR ALLOWED.
 - TREE AND SHRUB REMOVAL: BIANNUALLY.
 - DEBRIS AND LITTER CONTROL: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - EROSION CONTROL: REGULARLY MONITORED, ADDRESSED AS NEEDED.
 - SEDIMENT REMOVAL: ANNUALLY, OR WHEN SEDIMENT ACCUMULATION REACHES 4 INCHES IN DEPTH ACROSS THE WETLAND SURFACE.
 - REMOVAL OF INVASIVE SPECIES: REGULARLY MONITORED, ADDRESSED AS NEEDED.

STORMWATER TREATMENT PROPOSED FEATURES AND PLANTINGS

- SETTLING POND AND CLEANOUT AREA**
- 
- SEDIMENT LADEN STORMWATER FROM ROUTE 9 ENTERS THE SETTLING POND WHERE SEDIMENT IS TRAPPED AND RETAINED. DEPOSITS ARE REMOVED ONCE A YEAR. CLEANOUT OPERATIONS TAKE PLACE ON ADJACENT REINFORCED TURF.
- SHALLOW MARSH**
- 
- WATER FLOWS FROM THE SETTLING POND TO THE SHALLOW MARSH WETLANDS. HERE, WETLAND PLANTINGS STORE AND TREAT RUNOFF. POLLUTION REMOVAL IS ACHIEVED THROUGH SETTLING AND BIOLOGICAL UPTAKE. THIS AREA MAY REQUIRE SEDIMENT REMOVAL OVER TIME.
- FOREBAY**
- 
- WATER FLOWS FROM THE SHALLOW MARSH TO THE FOREBAY. THIS AREA ALLOWS ANY REMAINING SEDIMENT TO DROP OUT BEFORE IT IS SPLIT INTO TWO DIFFERENT DIRECTIONS.
- GRAVEL WETLAND**
- 
- WATER FLOWS INTO THE GRAVEL WETLAND WHERE DENSE ROOT MATS, CRUSHED STONE, AND A MICROBE RICH ENVIRONMENT IMPROVE WATER QUALITY BEFORE IT IS CONVEYED TO WEST BROOK.
- DEEP POOL POND**
- 
- WATER FROM THE FOREBAY FLOWS INTO THE POND FOR FINAL TREATMENT BEFORE IT IS CONVEYED TO WEST BROOK.
- PLANTINGS**
- 
- ALL TREES, SHRUBS, MARSH PLANTS AND MEADOW SEED MIX ARE NATIVE PLANTS PLANTED IN APPROPRIATE ZONES ACCORDING TO THEIR NATIVE HABITAT.





CHARLES R. WOOD PARK FESTIVAL SPACE
2017 SCHEDULE

| Dates | Title | Contact | Phone | USE APP Received?/ Sent to County? | Notes | Deposit Pd? | In the Works |
|---------------------|------------------------------|------------------------|---------------------|---------------------------------------|------------------------|-------------|---|
| MAY | | | | | | | 1. Beer Festival |
| May 5-7 | BARBERSHOP QUARTET | Dianne | | | | | Valerie 935-3209 |
| | | | | | | | Sept. 2-3 |
| May 19-20 | LAW ENFORCEMENT WEEKEND | Mayor Blais | | | competition | | 2. Shriner's Circus |
| | | | | | | | Barry.T. 480-3982 |
| JUNE | | | | | | | Sept. 15-16 |
| June 2-4 | ESTRA | | | | tradeshow | | 3. Music Festival |
| June 7-10 | Americade | Christian Dutcher | 802-233-9461 | | tradeshow | | Jonathan Newell 321-9652 |
| | | | | | | | July |
| June 24-25 | ADK Winery | Stephanie Ottino | | | craftshow | | 4. Wild Adriatic |
| JULY | | | | | | | Adam Kowalski 201-294-7552 |
| | | | | | | | August |
| | | | | | | | 5. American Music Fest |
| July 10-12(M,T,W) | LG International Film Fest | Nico A. | 952-9677 | | film festival | | Rober Millis 879-2836 |
| July 14-16 | EVP Volleyball Tournament | Kristen Hanafin | 668-5755 | | vollyball | | Sept. 23-24 |
| | | | | | | | 6. Wood Sculptures |
| | | | | | | | Barre Pinske <barrepinske@hotmail.com> |
| AUGUST | | | | | | | July-Aug. |
| <i>AUGUST 12-13</i> | <i>BRITISH INVASION</i> | <i>Jonathan Newell</i> | <i>321-9652</i> | | | | 7. Skatepark Event |
| Aug. 22 | LG Music Festival | Alex Lombard | 791-5089 | | symphony | | Patricia Dow 744-1108 |
| Aug. 25-27 | 260th Anniversary Encampment | Melodie Viele (FWH) | 744-8894 | | reenactment | | July |
| SEPTEMBER | | | | | | | |
| Sept. 2-3 | Independence Music Fest. | Dave Ehmann | 361-0667 | | | | |
| Sept. 8-10 | Adk National Car Show | George Rochester | 436-4541 | | | | |
| Sept. 16 | Barbeque | Diane Skiba | | | | \$1,000 | |
| | | | | | | | |
| OCTOBER | | | | | | | |
| <i>OCT. 14 SAT</i> | <i>FREE TO BREATHE</i> | <i>LAVIA CONNOR</i> | <i>207 215-1122</i> | | <i>FREE TO BREATHE</i> | | |
| | | | | | | | |
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10/17/2016