

# **WATERBURY PARKS STEERING COMMITTEE**

## **Approved Minutes**

**Wednesday, July 13, 2022**

### **Waterbury Parks Steering Committee Members (or Substitutes)**

Alyssa Johnson – Waterbury Selectboard  
Pheobe Pelkey – Waterbury Recreation Committee  
David Frothingham – Center Chains Disc Golf  
Steve Lotspeich – Waterbury Planning Department  
Belle McDougal – River Road Committee  
Tami Bass – Waterbury Skate Park Coalition  
Paul Hutchins – Capital Soccer  
Jonathan Siegel – Waterbury Ice Center  
Natalie Sherman – Edward Farrar Utility District  
Dan Potter – Public At Large

### **SE Group Staff and Subcontractors:**

Patrick Olstad  
Drew Pollak-Bruce  
Elena Juodisius  
Elise Manning Sterling

### **Public:**

Lawrence “Lefty” Sayah - Edward Farrar Utility District  
Bill Shepeluk - Waterbury Municipal Manager

### **CALL TO ORDER**

Steve Lotspeich opened the meeting at 7:05 p.m. at the Steele Community Room, 28 N. Main St. and via ZOOM.

### **AGENDA REVIEW AND MODIFICATIONS**

There were no modifications to the agenda.

### **PUBLIC COMMENTS AND ANNOUNCEMENTS**

There were no comments from members of the public or announcements.

### **INTRODUCTIONS BY COMMITTEE MEMBERS AND CONSULTANT TEAM**

Members of the Steering Committee introduced themselves to the group.

### **SELECT CHAIR, VICE-CHAIR, AND SECRETARY FOR THE COMMITTEE**

Pheobe Pelkey moved and Dan Potter seconded the motion to appoint the following officers of the Steering Committee

Chair – Steve Lotspeich  
Vice-Chair – David Frothingham  
Secretary – Dan Potter

The motion passed unanimously.

## **PRESENTATION AND DISCUSSION OF PROJECT SCOPE AND KEY ELEMENTS**

### **1) Natural, Cultural, and Archeological Resources Inventory and Mapping**

SE Group will collect information from the Town and other sources to inform the development of the Base Maps. The Wetlands assessment will be prepared by Arrowwood and will be on 7/14/22. The Archaeological Resources Assessment (ARA) will begin with the Area of Potential Effect (APE) defined as the entire area of the parks. SE Group will build in existing studies to not replicate work. Finally, the arborist assessment will look at mainly soil compaction at Hope Davey Park.

### **2) Existing and Proposed Park Facilities**

The Steering Committee reviewed and discussed the existing and proposed facilities at both Hope Davey Park and the Ice Center Area. Potential improvements at Hope Davey include re-establishment of the nature trail. Tami Bass also indicated that the Skate Park Coalition would like to see the small, existing skate park remain. Potential improvements at the Ice Center Area include additional recreation fields, more parking, water access, public restrooms, a changing area for the Perry Hill trailhead. The Steering Committee also discussed using the public involvement phase of this project to facilitate renaming the area.

### **3) Deliverables Including Parks Master Plan Mapping**

SE Group reviewed the project deliverables including:

- Community Visioning Workshop – the intent of the workshop is to gain investment and feedback from the whole community. It will include an open house and a survey. SE Group will provide workshop and engagement materials; Town and stakeholder groups will be responsible for outreach.
- Preliminary Concepts – SE Group will develop a set of preliminary concepts and present these to the Steering Committee.
- Refined Concepts – SE Group will use feedback to refine the preliminary concepts which will then be presented at a future Selectboard meeting with the intent of gathering feedback from the general public.
- Draft Master Plan – SE Group will develop a draft master plan, showing one preferred concept which will be presented to Steering Committee and then the general public.
- Final Master Plan – SE Group will incorporate feedback from the public engagement process surrounding the draft master plan to finalize the plan.

### **4) Meetings and Overall Project Schedule**

The initial schedule that was submitted by SE Group included kickoff and start of the project in June of 2022. The Steering Committee discussed updating the schedule to accommodate a shorter timeframe. The group agreed that the Community Vision meeting should be scheduled for early September as summer ends and people return from vacations.

## **OTHER BUSINESS**

Alyssa Johnson raised the point that the Vice-Chair represents the Disc-Golf community which could be perceived as a conflict of interest. It was noted that all of the members on the Steering Committee represent one interest or another. The Steering Committee will respond appropriately if this becomes an issue.

Jake Ferriera is an SE Group employee and member of the Waterbury Skate Park Coalition, which presents the potential for a conflict of interest. However, he will not be working on this project for SE Group and will attend meetings as resident and Waterbury Skate Park Coalition member only.

## **SCHEDULE SITE WALK AND NEXT MEETING**

The next Steering Committee meeting will be a site walk of both Hope Davey Park and the Ice Center Area. It will be scheduled for approximately four hours, and will begin in the morning at Hope Davey Park. SE Group will send along some dates over the next several weeks that work for the site visit.

## **ADJOURNMENT**

The Waterbury Parks Steering Committee meeting was adjourned at 8: 30 p.m.

Respectfully submitted,

Dan Potter, Secretary