

On 4/2/18, on a motion by Tom Roche, seconded by David Reid, the committee voted 6-0 to approve the minutes.
Town of Yarmouth

**MEETING MINUTES DRIVE-IN SITE UTILIZATION COMMITTEE MEETING OF
February 13, 2018**

The Yarmouth **Drive-In Site Utilization Committee (DISUC)** held a Business Meeting at 4:00 p.m. on **Tuesday, February 13, 2018** in the Leonard Room of the South Yarmouth Library located at 312 Old Main Street, South Yarmouth, MA.

Committee Members Present: Jim Saben, David Reid, Peter Slovak, Tom Roche, and Jack McCormack

Committee Members Absent: Gerry Manning and Rich Bilski

Committee Alternates Present: Dave Helberg and Bud Nugent

Staff: Karen Greene, Director of Community Development; Kathy Williams, Town Planner; Kelly Grant, Conservation Administrator; Kelly Carr of BETA; Russel Titmuss of GEI

Other Attendees: Please see the attached attendance list for members of the public who were in attendance.

Chairman Jim Saben opened the meeting at 4:00 p.m.

1. **Seagull Beach Boardwalk – Cost Estimate:** Kelly Carr, consultant from BETA, reviewed the Summary of Project Costs for the three Boardwalk options. She noted that the trail loop through the woods was included with the Riverwalk Park cost estimate and is not part of the boardwalk estimate. While hardwood would cost more initially, it lasts roughly 20 years; whereas pine lasts roughly 10 years.

Ms. Carr and Mr. Titmuss responded to questions from the Committee regarding the cost estimate calculations, boring depth impacts, and clearance over the creek. Mr. Saben read into the record Rich Bilski's preference for Option 2 using IPE, and replacing the elevated northern loop with a single structure down the middle. There was consensus that his suggestion would likely reduce the cost to less than that of Option 3. Construction time would be approximately nine to twelve months. If the project moves forward, more detailed design will address potential storm and ice damage.

Town Planner Kathy Williams reviewed her memo dated February 13, 2018, regarding maintenance costs based on use of higher-quality wood. Mr. Titmuss recommended building up a maintenance fund over the initial years, as hardwood shouldn't need replacement for approximately 15 years. The police department will be asked to estimate the cost of any potential additional security.

2. **Interim Uses – Update:** The Board of Selectmen have approved the Irish Festival on March 10-11, which is expected to draw 2,000 attendees over the two days and will serve as a good trial run for use of the site. Based on input from the event organizers, staff reviewed the site's general infrastructure needs. An interim concept site plan was also reviewed, and the Committee discussed relocating the parking area to the northwest side of the lot for longer-term interim use. It was noted that the upcoming Parker's River Bridge project will utilize the site for temporary equipment storage and staging. Staff will work up cost estimates for minimal site improvements for interim uses and suggested the Tourism Revenue Preservation Fund as a partial funding source.

YARMOUTH TOWN CLERK
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3. **Review Overall Project Costs:** The Committee received the Summary of Project Costs for the Riverwalk Park with the three Boardwalk Options.
4. **Discuss DISUC Findings/Recommendations:** Public comment will be heard at the next meeting and will be incorporated into the final report. Written correspondence will also be accepted through Mr. Saben or staff. It was also agreed to supply the Board of Selectmen with a list of potential funding sources.
5. **Upcoming Schedule:** Staff will locate a meeting room for a meeting the week of March 12th for the public input meeting in preparation for the Committee's recommendations to the Board of Selectmen tentatively scheduled for March 27th.
6. **Minutes – January 24, 2018:**
VOTE: On a motion by Jack McCormack, seconded by David Reid, the Committee voted 4-0-1, with Tom Roche abstaining, to approve the minutes as presented.
7. Mr. Saben read a letter of resignation dated February 8, 2018, from Gerry Manning with deep appreciation for his commitment. Mr. McCormack noted a petitioned article may appear at annual meeting to cease any activity with regard to the Drive-In site.
6. **Adjournment:** **VOTE: On a motion by Jack McCormack, seconded by Tom Roche, the Committee voted unanimously (5-0) to adjourn at 5:20 PM.**

ATTACHMENTS:

- February 13, 2018 Agenda
- Memo from Kathy Williams to DISUC, dated February 9, 2018, re: Boardwalk Options – Cost Information
- Riverwalk Boardwalk Concept Plan Options 1, 2, and 3, dated January, 2018
- Riverwalk Park and Boardwalk Materials list, updated September 20, 2017
- GEI Boardwalk Options Opinion of Probable Cost Estimate, dated February 8, 2018, hard and soft costs
- Email correspondence between Patrick McDonough, Karen Greene, and Kathy Williams, February 4, 2018
- Drive-In Aerial Interim Concept plan
- Draft Minutes of January 24, 2018
- Memo from Kathy Williams to DISUC, dated February 13, 2018, re: Boardwalk Options – Maintenance Costs
- Summary of Project Costs for Riverwalk Park with Boardwalk Options, dated February 13, 2018
- Memo from Kathy Williams to DISUC, dated January 19, 2018, re: Riverwalk Park Cost Information
- Draft Meeting Schedule
- E-mail from Rich Bilski, February 12, 2018