



ENGINEERING SUCCESS TOGETHER

RECORD OF MEETING

Date: March 27, 2017 Job No.: 5562
Date of Mtg: March 24, 2017 City: Yarmouth, MA
Location of Mtg: Town Hall Hearing Room Prepared By: Kelly Carr, RLA
Mtg Topic: Start-Up, Information Exchange

ATTENDEES: SEE ATTACHED SIGN-IN SHEET

RECORD OF MEETING MINUTES:

- I. Introductions were made to the Town of Yarmouth Staff, Drive-In Site Utilization Committee members and the Consultants (Beta Group, Inc. and GEI Consultants, Inc.).
- II. Karen Greene, Director of Community Development, gave a summary of the project background and purpose for the project: To assess the feasibility & recommend concepts for the Riverwalk Park and Boardwalk (see agenda). Drive-In Site Utilization Committee Chair, Bob Churchill, summarized the importance of the water and passive recreation goals for the site.
- III. Kelly Carr, the Project Manager for consultant, Beta Group, Inc. gave an update on the study process:
 - A. The issues and constraints are currently being identified.
 - Information relevant to the survey, Drive-In Site Utilization documents, Wastewater Pump Station plans, Yarmouth Zoning By-Laws, Regulations Governing Subdivision of Land and wetland Protection Regulations, have been received from the Town.
 - Survey is underway and base map information is expected within two weeks.
 - Environmental Resources have been flagged and picked up by the surveyor.
 - B. An overview of the site context and concept considerations for the Riverwalk Park were presented by Arek Galle, RLA, and Kelly Carr, RLA of Beta Group. Of note are the possibilities that the site could serve as an incubator for ecotourism and that the site would create incentive for Route 28 travelers to get out of their cars to explore the site and to visit nearby businesses. A variety of Concept and design considerations for the boardwalk were presented by Blake Peters, PE, of GEI Consultants, Inc. (See agenda and Power Point presentation). Joe Freeman of Beta Group discussed environmental permitting requirements.
 - C. Stakeholder/Public comments (Input from meeting attendees was solicited to assist the Consultants in developing preliminary concept sketches). Some of these comments came out of the informal site visit conducted after the meeting which many meeting members also attended.
 - Kayak tours are given at Skippy's Boat Ramp across the way, although it was noted that this is a private ramp and any kayak launch at the Riverwalk Park would be open to the public.
 - An inquiry was made regarding the necessity for the new site survey. It was noted that new wetland delineations were necessary as wetlands are dynamic and delineations are only good for three years. There is also an isolated wetland near the entrance which needs to be mapped. The existing conditions survey will map these wetlands, update topographic data to NAVD88, expand the topography to include the southern end of the property, and identify existing utilities.

- The boardwalk design over the channel to Lewis Pond will need to accommodate the Department of Natural Resources (DNR) shellfish propagation skiff with a hoist. Use a possible 8' clearance for the bridge, which will be verified by Karl von Hone, Director of DNR. Some kayaks and jet skis currently use this channel.
- Channel crossing should be at a narrow location but allow for greater length due to the natural shifting of the channel. Minimize use of piles and consider use of grating as decking material to minimize upward force when flooding occurs. Lewis pond is only 2'-3' deep at low tide. There are no regulations for size of boats in Lewis Pond at this time.
- Consider 521 CMR 5 for handicap accessibility.
- Consider cost ranges for estimates.
- Use low maintenance and native plantings.
- Consider ways to incorporate eco-tourism.
- Design of the boardwalk should take into consideration sea level rise, use of grating in wider areas to provide sunlight to the marsh, railing options to reduce visibility, and minimizing the linear footage of the boardwalk to reduce impacts, but include some variation for interest.
- Consider an educational pavilion or shade area for school groups.
- To reduce potential of trash in the marsh, provide Bigbelly trash receptacles at either end of the boardwalk. It was noted that trash is not an issue at the Sandwich boardwalk or the Bass Hole boardwalk. Allow small vehicle access for picking up trash at south end of the park.
- The "Belly" at the southern end of park would be good for a kayak launch as it is away from the marina area across the river and outside the main channel of the river. Consider providing easier access to this area from the parking lot.
- Beach area at the northern end now has beach grass growing, which cannot be disturbed.
- Consider a scallop shaped kiosk at the shellfish upweller to have education/interpretation on shellfish ecosystem. Have interpretative signage at parking area too. Consider a roof over the upweller and allowing for viewing into one side of the upweller.
- Parkers River is the only waterway in Yarmouth that is controlled entirely by Yarmouth.
- Partner with businesses.
- Could offer future connection to the Cape Cod Rail Trail via Bog Rd.
- Consider expanding options on the Seagull Beach side of the boardwalk; such as music, bands, volleyball, and kite flying.
- Consider people living on the east side of Parkers River.
- Should be a four season park.
- Review the Village Center 1 Zoning By-Laws to tie park into the vision for this area and the desire to promote walking tourism with businesses sharing parking.
- As the entrance along Route 28 is narrow, will need to create a gateway to draw attention to the site. Incorporate pedestrian and bicycle access to Route 28 and consider connections to existing businesses/attractions. Entrance design also needs to take into consideration an isolated wetland and future wastewater pump station.
- Concerns about traffic were discussed. There is a traffic study from the Marina proposal. The Cape Cod Commission also has traffic information and a traffic count program, and may be able to assist in a traffic review. It was noted that traffic to the site would be dispersed throughout the day and that event-specific traffic has historically been successfully handled through police details.

- Discussed turning lanes in and out of the site. May be an issue to consider when developing the other parcel, but not included as part of the scope for this study.
- It was noted that the power point and other materials from the meeting will be placed on the Town Website.
- Design the park for all age groups. Provide varying trail options for those with different abilities.
- Discussed need for interpretive signage on the site.
- Provide shaded areas, pergola, fabric shelters (Smugglers Beach) or sail shaped shelters. Provide shade for picnic tables.
- Provide a variety of seating options (formal and informal). Consider a small amphitheater with grassed areas.
- Consider incorporating butterfly gardens in the landscape design.
- Discussed not allowing bikes on the boardwalk due to the design requirements. Provide bike racks at either end of boardwalk and consider a bike loop around the drive-in site for children to learn to ride their bikes.
- Provide lighting along the entrance drive and parking/shanty area only. Consider general beach regulations for when the park is open (sunrise to sunset).
- Discussed incorporating green infrastructure into the design such as rain gardens and bio swales, along with permeable pavements.
- Utilities to the site are currently accessed from Courtland, not from Route 28, but will need upgrading.
- Current ordinances do not allow for permanent vendor trucks in one area.
- Composting toilets were discussed, but may need a septic system (could be near Lobster Boat Restaurant raised field) and water service if have shanties or long term food vendors, which need hand washing facilities.
- Need to evaluate if a composting toilet with a self-contained tank is allowed in the flood plain. There are also other options such as removable toilets (in case of flooding) with tight tanks that are cleaned once per week. Due to costs, this may not work in Yarmouth. "Fancier" porta-john toilets on wheels have been used in other parks. This may only need to be a temporary solution as municipal wastewater is anticipated to be available eventually for this site.
- Check revenue potential and maintenance costs. Revenue could come from kayak rental, pay and display parking, artist shanty, sponsorship of boardwalk planks or business sponsorship of boardwalk nodes.
- Preliminary and Definitive Sub-Division Plan would only be required if a feasible project is identified.

IV. Yarmouth Planner Kathy Williams reviewed the attached draft Meeting and Public Input Schedule. The next meeting is tentatively scheduled to be the week of April 24th to review the Preliminary Concept sketches and provide input for Beta for further refinement prior to the Stakeholder Input Meeting. Development of a survey to garner more public input on the concept sketches was also discussed.

cc: Kathleen Williams, Yarmouth Town Planner

We believe this Record of Meeting accurately reflects what transpired at this meeting. Unless notified in writing to the contrary within ten (10) days after receipt, we will assume that all in attendance concur with the accuracy of this transcript.

MEETING SIGN-IN SHEET

Project: Park and Boardwalk Feasibility/Concept Design Study

Meeting Date: 3/24/2017

Facilitator: Town of Yarmouth

Place/Room: Town Hall

Name and Affiliation	E-Mail
BLAN KOEUBER - TOWN RESIDENT	GATEWAY ISSUES - PLEASE @ YAHOO.COM
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FRANK FREDERICKSON POLICE CHIEF	@ 9:35
JEFF COLBY DPLW DIRECTOR	@ 10:25