

Minutes

CHAUTAUQUA COUNTY PARKS COMMISSION

Thursday, December 3, 2020, 4:00 p.m.

Meeting held by Virtual Zoom technology

Members Present: Judy Hunt, John Hemmer, Tom Erlandson, Martha Anderson, Marla Connelly

Members Absent: Bob Franzen, Steve Sandberg

Others Present: Brad Bentley, Sam Zafuto, Jacob Bodway, Kathy Tampio, Bradley Schrader

The meeting was called to order by Judy Hunt at 4:05 p.m.

Acknowledgement of Guests and Topics Discussions

Bradley Schrader: I'm hoping that Sam or Brad can give the official summary but where we are is I think we have the pieces in place. We have been down the road with Jamestown Supply and identified the bench we want, we've got that coming in around a little over \$500. I saw a note from Brad estimating the cost from a contractor for materials for the pad around \$700. The only question is whether the county will be able to do the labor to install it and finish the work. We're hoping they can because this is up a little higher than we had estimated but we are ready to do our part if we can close the circle on installation. Brad, I was just giving a very rough estimate of the cost for the bench and pad as I recall them. I wondered if you or Sam might have something a little more so we could approve it. Where we are I think on the materials, pad plus the bench itself is roughly \$500 for the bench plus \$700 for the pad as I recall that material. As I was telling your committee we would be willing to step up even though it's a little more than we were originally estimated. If the county can handle the installation piece and any related labor.

Brad Bentley: Before you go too far on the numbers there, actually I was talking a little bit was whether or not the commission would entertain placing the bench underneath the gazebo/pavilion on the existing concrete so that we don't have to create a new slab. That would certainly save cost and I'm not sure that would be something that the Parks Commission would entertain. I'm not as familiar with the history of the gazebo. I'm not sure if that disrupts the use of the gazebo as intended or is this something that the commission would like to see separate. I'd certainly like to hear feedback from the commission because it would certainly save that \$700. We could just basically put some anchor bolts in the concrete and put the bench in there. So that would be a much easier installation and save the construction costs.

Martha Anderson: Do you know where in the pavilion? Do you know where you would like to place it Brad?

Brad Bentley: Well, assuming that you want to put the bench such that it faces towards the view, I assume you don't want it facing the parking lot, so I would say the most obvious choice would be either at the far edge of the pavilion towards the lake, or one of those, kind of like octagon, five or six sides? It would be on one of those three sides would probably be the most appropriate spot in my opinion.

Martha Anderson: Facing the lake, right?

Brad Bentley: Facing out, correct.

Tom Erlandson: You know I think that makes sense and I don't think it would take up a whole lot of space. The purpose of the pavilion of course is to provide for picnicking and so on. It won't take up that much area. I don't think it would encroach at all on the picnic tables that we normally have there.

Martha Anderson: I think it's a great idea also and it would be nice to have extra seating in there along with picnic tables too. I mean it would be a permanent seat there even though the picnic tables may be moved around. It would be (*crosstalk*), yes.

Brad Bentley: I do envision more towards the outside of the pavilion but like Tom said it would be more for....you would tend to put the picnic tables more towards the center. So this would be on the outer edge if you will. So it may not be as sheltered in summer, winter and rain come straight through.

Bradley Schrader: Brad, if we are going to one of the edges, would it be possible to take the edge towards the lake and facing out from there?

Brad Bentley: As was mentioned, I don't know if you have been up there Brad, but the pavilion has six sides so it looks like a stop sign. So there is one that faces directly to the lake and then two that kinda are angled so we could pick one of those three. Otherwise it's probably going to be more towards the parking lot and I don't think that (*inaudible*)

Bradley Schrader: Yeah, I don't think (*crosstalk*) ...

Martha Anderson: If it faces the lake I think would be a good choice because she likes to sit there and, I mean looks at the lake and that gives you the best view.

Bradley Schrader: Yeah, that would be nice if its sitting on the lake side facing out would be great.

Brad Bentley: So if the, I'm not hearing any, is there any commission member that has a concern with putting it in the existing pavilion?

Martha Anderson: Do we need to make a motion to do it there or is it just okay to do it?

Judy Hunt: It's probably just okay to do it.

Brad Bentley: I'm not hearing any concerns, we'll work with the bench manufacturer. It will save a lot of cost because that expense of concrete, putting down some rebar pad and all that stuff, warm it up, get it poured. It would be \$700 materials cost but there was a lot more labor and equipment that comes out of the DPF.

Judy Hunt: Sounds very sensible to me to put it there.

John Hemmer: I agree, I think that's a great solution in my opinion.

Brad Bentley: All right, so I have, what I'll do is I'll work with Brad and (?) to get the final purchase of the bench because I think, Brad we can get that cheaper than you can.

Bradley Schrader: Thank you, yes.

Brad Bentley: I think it's like \$476 right Sam?

Sam Zafuto: It's like around \$500 New York State pricing.

Brad Bentley: So, what I'll do is I'll take a look at the bench, take some measurements and I might take a ride out to the park and just, maybe I'll take some photos and see what, which angle looks the best.

Judy Hunt: Wear your boots this time!

Brad Bentley: That's all right, I've got a truck. I got a key and a truck – I can get out there.

Bradley Schrader: Brad, maybe when you are out there you could phone me or FaceTime with us and we could look at the angles right then and there and pick the one that works.

Brad Bentley: Okay. I can send out an email or something like that to pick a day so that when it's not snowing and see what it looks like. I like this solution, it makes life easier and it meets the approval of the commission and I like that.

John Hemmer: You don't think we need to make a motion and vote on it and so it gets on the minutes or anything like that? Is it all right it's just a discussion.

Judy Hunt: I think the discussion will be in the minutes. I think that's adequate.

John Hemmer: Okay.

Bradley Schrader: Well first I want to thank you for your support on this project. We're very grateful as a family. Just let me know what you need from us now. Obviously some cash for that bench at some point but if there's anything else too let us know.

Brad Bentley: Good question. I think I (*inaudible*) similar to any other donations they have to go via resolutions. Sam, they're going to have to reimburse us?

Sam Zafuto: That's correct Brad.

Brad Bentley: So probably what I need from the commission was a motion to accept the cash donation to pay for the bench and installation materials to do that. It's probably going to be around like \$500.

Martha Anderson: So moved.

Tom Erlandson: Second.

John Hemmer: Brad, were you, Schrader, were you talking about a plaque or something to go along with it or attach to the bench? Or, is that going to be for another time?

Bradley Schrader: No, we had intended to have one installed once we got through this process. So I thought we would work directly with the bench manufacturer to supply the plaque and we'll arrange for it to be mounted in if that's okay?

John Hemmer: Sounds good.

Marla Connelly: The bench manufacturer doesn't do that normally. That's usually another thing we have to purchase elsewhere.

Bradley Schrader: Well we'll purchase the plaque and then it's just the routing and mounting.

Brad Bentley: Yeah, if you get the plaque and some of the mounting hardware Brad, you can have our parts guys figure out a way to mount. You just need to decide where you want to mount it and the size, depending on if you want a long skinny one, do you want on the back side. So you've got to figure out where you want it placed on the bench. I'm sure we can figure out how to mount it.

Bradley Schrader: That would be great Brad, we appreciate it. I suppose, not to waste the commissions time, so you and I just work on that off-line?

Brad Bentley: Sure. I can do that.

Bradley Schrader: Okay.

Brad Bentley: Okay John, as far as he's buying the plaque and the hardware, I don't think I need much more for a resolution to do the installations. I think I just need the motion and the approval.

Judy Hunt: Those in favor of the motion?

Unanimously Carried

Brad Bentley: Judy's ready to roll. I love it!

Minutes Review and Acceptance

Judy Hunt: Minutes review. You got the minutes. Are there any questions or changes? Thank you Kathy once again.

Bradley Schrader: Shall I check out?

Judy Hunt: That would be fine. Have a good day Brad. Stay safe.

John Hemmer: Thank you Brad.

Judy Hunt: I'm waiting for acceptance of those minutes gang.

Motion by Anderson, Seconded by Erlandson, the minutes of the October 29, 2020 meeting were reviewed and accepted as presented.

Bradley Schrader: I'll check out. Thank you everyone.

Judy Hunt: You're welcome.

Tom Erlandson: Thank you.

Judy Hunt: It's going to be a nice addition to that area.

Bradley Schrader: Can't wait to see it. You all stay warm. You've got a lot of snow up there. Bye now.

Judy Hunt: Operations, you're on Brad.

Operations

Brad Bentley: Here's the reports. Sam sent it around about noon so I hope everybody got a copy of it. Staffing - no changes. Bart's still here and there aren't any seasonals for 2020. 2021 budget there is money to hire those seasonals so notwithstanding any additional COVID issues I hope that our parks get back to our normal status. I'm sure Marla (*inaudible*) with here's too. So that's staffing. Completed tasks – we did receive the \$500 donation from Mr. Robert Van Every and that has been put into the capital improvements account and what I've asked Sam to do is when we go spend that \$500, take a note wherever we are spending that so we can get back to Mr. Van Every to let him know where his monies are being used at.

Tom Erlandson: Correct me, if I remember correctly that was specifically for bridges along a particular section of the west side trail. Is that correct?

Brad Bentley: Yeah, he sent me a long list of potential areas. I'm sure the \$500 isn't going to go anywhere near fixing all of those, but certainly we can keep track of where that's at at that area so I sent that on to Sam to make sure he's working with Bart and Mike for when they get out to those sections, put that money to good use on the bridges. Bart's been out there, he's probably got the cross country skiing trail out there in Sinclairville fixed. We are trying to make some headway on some of the stuff one bridge at a time. One section at a time, I think. Ongoing tasks – the 2020 capital money has been released so we had put on there a new front mount mower for the parks that we hope to get this year, but we're going to order it now so ready for next year. Sam, that was on the order of how much?

Sam Zafuto: We have a total of \$21,500 available to purchase that so the quotes Mike and Ken got are below that.

Brad Bentley: Okay. Other ongoing tasks – Shelly Wells reached out to me about the Wegmans Passport and we've been kind of going back and forth to make the announcement. I think they decided for me, but they have a very good reason to do that now. The drawing for the Wegmans Passport if you do all the rubbings is every November so they want to do an announcement now so people can get their books. We may, I go what if a trail is closed? She said if someone gets out there and they can't get to the rubbing they can make a note in the book and say – trail closed, went out there such and such date, and they'll give them credit for having that rubbing. They're going to agree to be nice to people about, they understand the difficulty on some of this stuff so they want to make a press release probably in very short order here. Maybe next week. They're going to draft something up, we'll let you guys know. It's out there, we have the book. I think Shelly has

Martha Anderson: Can you pick those up at Wegmans?

Brad Bentley: I'll ask Shelly where she's planning on dropping the majority of them at. I have a couple. This is what they look like. A whole book, lots of pages, basically they give you a kind of a trail section. See I actually, this is actually a rubbing. I tried it at (*inaudible*). So all you do is I take a little pencil, rub across it. Put it in the book. I have like four books. I think Shelly has the majority of them, but I'll ask her where she's going to place them. If anybody needs one we can probably contact Shelly to get those over.

Martha Anderson: Well if she's doing a press release she should probably put in the press release somehow where to get them. Hopefully, so people know where to get them. I was wondering in case someone contacted me and asked me where do I tell them where to go.

Brad Bentley: Well if you can't get them at Wegmans I believe it defeated the purpose.

Martha Anderson: Yeah, I know. I hope they're available there, but you never...

Brad Bentley: Well sometime you gotta ask the obvious question.

Martha Anderson: Okay, thanks Brad.

Brad Bentley: So, that's a, moving along it's all good. We'll look for that press release. It will probably appear December sometime. We do still continue to work on the beaver dams. I don't know that there's been a lot progress lately on that. Holidays and other stuff. 2020 Budget – there are really no changes there. We continue to see changes we see throughout the rest of the county in regard to the benefits. A little bit higher. We've made adjustments. We will have a yearend resolution that takes care of most of that. I work with Kathleen to make sure the budget is where it needs to be by the end of the year. I'm not thinking there's any real big issues with the operating budget at this point that can't be resolved. As you see our capital project account increased by \$500. The front deck mower we've got the \$21,500, it's coming in lower, it will be less. At some point we should probably talk about the Luensman bathroom, but we can defer that conversation because I probably think there's, we've got to figure out what's going on with COVID before we really decide the ultimate plans for this. There's no point in replacing bathroom that you can't open. I think we can defer that questions for a later meeting. I don't think we need to make any decisions today. The 2021 Budget has been approved and those are the breakouts. Again as we talked last month, it was the revenue from the Occupancy Tax was \$134,575 and 15% local share, \$19,794. Any questions?

Judy Hunt: I guess we're on to legislation.

Legislation

John Hemmer: Okay, we a, and I guess I did not send this to everybody, but we do have a proposed resolution to amend the, and I should send this out to everyone, to amend resolution 323-73 – the creation of the county Parks Commission. In this resolution we've got a couple of changes including we're going to add ...

Kathy Tampio: John, if I could interject. We sent a, I had some conversation with county attorney Abdella and we sent you, or I sent you an email on November 3rd as a result of that conversation. In talking with Steve, the resolution is so old and it's actually been superseded by what's contained within the Administrative Code of the county. Basically the section about the DPF and the Director – what the responsibilities of the DPF are and duties. So his suggestion and I think it's the way to go is to amend the Administrative Code which is something that comes by letter from the county executive's office to the legislature and the legislature has 30 days of which to object or modify and if they don't after the 30 days it becomes part of the code. Basically it's a new section within the code that really describes the Chautauqua County Parks Commission and he put in there the proposed language that there be nine members appointed by the county legislature each serving a term of two years and an ex-officio non-voting member shall be a county legislator appointed by the chairman of the county legislature. And then similar language to the original resolution but then through four bullets it describes the duties and activities of the Commission. So what I would suggest is that I send this out to you and everybody else again and you take a look at it and if that's how you want to support changing and actually describing what the Parks Commission does and how it's authorized we can do that and then it would be up to that recommendation to the County Executive to make that code amendment change along with some other amendments that they are looking at in other parts of the code. So we're not going to even bother to amend the original resolution from 1973.

John Hemmer: That really sounds good as far as I'm concerned to put it into the code. It seems a change like that is probably the best way to go. The rest of the commission here, what are your thoughts on that?

Martha Anderson: I agree.

Judy Hunt: I agree.

Tom Erlandson: I have a question for Kathy. That 1973, the original, was that when we were in our current form of government or does that go back to the old Board of Supervisors?

Kathy Tampio: I think it goes back to the old Board of Supervisors. I'm not sure. I have a copy of it here somewhere. No, it says legislators. So it must have been really early on in the process.

Tom Erlandson: Okay, thank you.

Brad Bentley: So Kathy, does that go to Administrative Services, is that how that's working then?

Kathy Tampio: It can go there and also to Public Facilities since Parks is under the DPF.

Brad Bentley: Is that something John just states to the meeting or ...

Kathy Tampio: It can be a discussion item, absolutely and then attorney Abdella can be there also and talk about it. If you want to do it this month you have a meeting on Monday, the 7th.

John Hemmer: Does Steve Abdella have it in the final form and ready for us to do? If so, it's fine with me/

Kathy Tampio: Well I can send you this email I sent to you which was a forwarded email from Steve Abdella which has the actual language in it that he suggests. So yes, I can send that on to everybody, I can actually do it right now.

John Hemmer: Thank you.

Martha Anderson: Thank you.

Brad Bentley: And then John I guess we could have the discussion at Public Facilities on Monday. I'll invite Steve, he should be there, I got it. There's something on the agenda that he'll talk on.

Judy Hunt: Kathy, thank you so much for pursuing that and getting it all straightened out.

Kathy Tampio: You're very welcome.

Judy Hunt: Are you done with your legislation John?

John Hemmer: I believe so. I think that's the only thing for the Parks Commission on the legislature agenda, I believe.

Judy Hunt: I don't think we are doing any trail development.

Brad Bentley: I'd like to but not quite at this time.

Judy Hunt: And marketing, that was the Wegmans, that's taken care of. I only had Old Business – expansion of the board in August. I think Kathy's covered that with Steve so I guess we are good to go. Does anybody have any new business? Any questions?

New Business

Jacob Bodway: I submitted a \$50,000 grant application on Tuesday to the Community Foundation for Greater Buffalo. I spoke with Matt Orck (?) from the Economic Development Company or Corporation from Chautauqua County, we went over the grant together. I had a couple of other people look it over. The grant took me a total of 25 hours with phone calls, Zoom meetings, emails, walking the trail and then actual application. I don't know if I can share my screen, I can, so I will pull this up real quickly. Here is the application. Basically I just want to go over a couple parts of it just to kind of be transparent with the Commission. In 2012 the Chautauqua County Department of Planning & Economic Development recommended a Greenway Plan to satisfy the need for active living and healthy lifestyles to promote outdoor activities and improve the quality of life of Chautauqua County, catalyzing the opportunity for tourism in the county and establishing Chautauqua County as a destination center for outdoor recreation, outdoor adventure and lifelong activities. While some recommendations of the Greenway Plan did materialize others did not such as the proposed improvements to the west side, east side overland trails. So we are going to do this in multiple phases. The first phase is going to be on the Westside overland trail beginning on Stebbins Road and Whalen Memorial and Route 474 in North Harmony. We'll be looking at erosion issues and a harvest. We're looking at rerouting certain sections and we're looking at eliminating trail hazards to make the trail more ADA compliant for elderly trail users and users with disabilities. These improvements will finally address the community's need for tourism dollars and tax revenue and since we work with natural materials, our trail improvements would incorporate green design and be environmentally sustainable. That's kind of like the broad overview. There's a lot of other stuff that's in here but I want to quickly cover the phases that I have in mind. This is going to be a six year project. The first phase will be Whalen Memorial in North Harmony. Phase two will be Chautauqua Gorge, Mount Pleasant. Phase three will be Panama State Forest, and Broken Straw State Forest and then there will be Eastside overland in 2024 with Harris Hill State Forest, Ballwell Hill and the Canadaway Creek and Wildlife management area. I also want to point out, and this will just take a second, we have the Friends of Chautauqua VSA right here, which we were approved in November and this is maintenance for the Westside and Eastside Overland Trail on all state forests that I mentioned above previously. Dee Dippel will be the primary person for the Friends of Chautauqua greenway, is the owner of Loud Performance Products on 430 in Bemus Point. I also want to point out our VSA, the club, which covers Harris Hill, Hatch

Creek and Whalen Memorial state forests. So all this is through the New York State Department of Environmental Conservation. The types of trails that I'm envisioning will look similar to this. These are the trails that trail construction associates are currently building in Allegheny State Park. You can see how it's machine built and we're going to have some obstacles and stuff like that. But this will be the new overland trails as I envision it, benched in with more of a winding trail features instead of having to go straight up and down hills. This will eliminate erosion and maintenance issues in the future and you can see one of the machines he's using. Another machine they are currently using is a trail dozer, which looks like this. This will be for the major reroutes and benching that will be part of the project. Of course, all this depends on us having this meeting. If it's approved, then we're in good shape. If not, then we'll keep going with what we're doing. So that's what I have and I also will be applying to grants for the Northern Community Foundation for \$10,000. I spoke with Eileen from that Foundation. I will be writing a letter of interest on March 1st and I'll also be working with the Chautauqua Regional Community Foundation in Jamestown. They are looking for a letter of interest on June 1st and on that I think I'll ask for \$15,000. So the potential next round with Phase II would be roughly \$75,000 to get all these grants. I have no reason to doubt that the Community Foundation for Greater Buffalo will go through. I talked to one of the main architects of the Foundation and he said that this looks good and everything should be fine. Will we get the full \$50,000, I don't know.

Brad Bentley: Would it help you out to have the support of the Parks Commission or the legislators.

Jacob Bodway: I have all that included. I'll go back quickly to the application.

Brad Bentley: I'm sure there's something even formally that can be done.

Jacob Bodway: I have a, there was a newspaper article from the Post Journal which I included.

Judy Hunt: If you hear from anybody higher up that there's some physical document that would be (*crosstalk*)...

Jacob Bodway: I can email, this is completely stuffed full. I can't add anything else to the application. I have Chautauqua County NY Friends of the Greenways, Chautauqua County Parks & Trails Commission and NYS Dept. of Environmental Conservation, Chautauqua Rails to Trails, the Chautauqua County Department of Planning and Community Development and Trail Construction Associates. So those are all the people who I have contacted one way or another and will be having conversations with, collaborating with over the next six years. That's the goal and the hope.

Judy Hunt: You rock Jacob. We very much appreciate your effort.

Martha Anderson: That's a lot of work. Nice job.

Jacob Bodway: You're welcome. Hopefully it works.

Tom Erlandson: I have a couple of questions. First of all, my understanding is that this is entirely on state land. Is that correct?

Jacob Bodway: Correct.

Tom Erlandson: Okay, secondly, what is the intent, what will happen to our former trail sections, assuming that some are going to be abandoned now?

Jacob Bodway: Then they will be closed off. We use natural dead fall to just kind of block off the old sections and that typically deters people. So we'll just take a dead tree and just move, pick it up and move it right over and drop it where the old trail was and then where the reroute goes you'll see, it will be pretty obvious.

Tom Erlandson: A third question is, are there maps that you can provide to us that show these sections?

Jacob Bodway: Yes, let me pull this up quickly. Let me share this screen. So the budget breakdown is as follows. The map we are using is this right here. And this is the current overland trail just from about 474 to Stebbins Road and the budget breakdown is all of this right here. We went through it and with construction associates and this is what we came up with. They typically \$2 a foot to build trail with machine. So some of the sections were county land (inaudible) to C right here which is where the lean-tos are in this section right here there will be no reroutes at all. Only maybe reestablishing some up-slopes, maybe some drainage. Also we are thinking about right here, E F, which goes up one of the fire roads, actually it's B C, this is the Whalen Memorial State Forest fire road. We were thinking about maybe just building a trail that runs alongside the road so we can use the road. But that would cost \$15,000 and it's just too much money. But if I do get the grants from other foundations that was a potential. So this is the map we're using when we do get reroutes through we will get these maps updated with Keith. The sections that I'm really looking at are sections A to B, sections (this is the road) F to G and all L all the way to K. These are the worst sections and you can see that in the funds up here, \$17,000, another one is \$13,000 – so that B to A. So those are the big sections that we want to reroute that will be basically closing the trail by all of this anyway. We can have people on the trail with heavy machines. So those sections of trails will have to be closed and it will be through Keith and Brad and whoever else controls the Commission. Close those sections off just one section at a time. We won't need to close the entire trail, but where they are working we'll have trail closed signs.

Tom Erlandson: Bob and I have talked about walking these sections sometime this winter, weather permitting. Would it be possible for you to send those maps via email, copy them and send them via email to the Commissioners?

Jacob Bodway: Yes, absolutely. I'll send all of this to everybody.

Tom Erlandson: Well I don't know about the entire application, the maps should be very helpful.

Jacob Bodway: Yes, no problem. Any other questions?

Brad Bentley: Thank you for your efforts Jacob.

Jacob Bodway: You're welcome.

Judy Hunt: Very impressive. I hope the receivers are equally impressed. Thank you so much. That's all I have. Does anybody have any new business? Marla, where are you? By the ocean I see.

Marla Connelly: I am in my office with a fake background.

Judy Hunt: Glug, glug, looks interesting.

Marla Connelly: Where I'd rather be, under water. Always better under water.

John Hemmer: Brad's underwater most of the time.

Brad Bentley: I started that way. Hey, how are the state parks Marla, how are you doing?

Marla Connelly: Let you know tomorrow. We've got a huge capital meeting.

Judy Hunt: Sounds ominous. It's a crazy world, isn't it?

Brad Bentley: Judy, I think we're good!

Judy Hunt: All right, next meeting January 28th.

Tom Erlandson: We have old business – expansion of board. Is there an update on that.

Judy Hunt: Well that's concluded in what Steve Abdella is writing up. He expanded the number from 7 to 9 in what Kathy's going to send us.

Tom Erlandson: Okay, we had a couple of applications I know.

Judy Hunt: But we'll be able to act on that in January I would think if this goes through on December 7th.

Tom Erlandson: Okay, thank you.

Judy Hunt: Sure. Martha, did you have a question?

Martha Anderson: Nope, I'm good.

Judy Hunt: Okay. All right, happy New Year everybody, Merry Christmas and stay safe.

Next Meeting: January 28, 2021, 4:00 pm

The meeting adjourned at 4:47 p.m.

Respectfully Submitted,
Kathy Tampio
Clerk, Chautauqua County Legislature

Approved 1/28/2021