

Town of Perry Parks and Open Space Committee

5/18/2017 Meeting Minutes

Perry Town Hall

1. The meeting was called to order at 7:01 p.m. by chairperson, Lynette Gebbin. Present were Gerhard Leutschwager, Jeff Kahl, Doug King and Michele Kittleson. Town Board Supervisor, Mick Klein-Kennedy was also in attendance.
2. Minutes of the April 20 meeting were reviewed. Corrections to be made were:
  - Item 6e: **estimated cost not to exceed \$12 per square foot**
  - Item 7: 750 square **feet** not 750 pavers
  - Item 13: Established in 2001 should be added to the bottom of the Historic Marker languageJeff moved to approve the minutes as corrected. Gerhard seconded. Carried.
3. Comments by Town residents and guests: Mick thanked the Committee for all of the hard work and what has been accomplished in a short amount of time.
4. Lynette said that June will be her last month of serving on the committee. She asked the rest of the committee to be thinking about a replacement. She will be continuing her work with the Town Picnic. Doug expressed thanks to her for her time on the Committee.
5. Doug moved that The Town of Perry Parks and Open Space Committee request the Town Board to approve an additional location for pedestrian crossing and hiking trail signs in addition to those previously approved by the Board. The crossing point is the spot where people on the south end of the park on the west side of CTH-Z who are heading east on the hiking path exit the path and go across CTH-Z to resume their hike heading east on the east side of CTH-Z to get to the top of the hill, which is the highest point in the park. He presented the Middleton Pope Farm Conservancy trail map as an example of the same kind of outer loop trail that is shown on the Historic District Park trail map but is not marked by a second set of pedestrian crossing and hiking trail signs in the park. Gerhard seconded and the motion carried.
6. Doug moved the Town of Perry Parks and Open Space Committee request the Town Board to approve an additional informational marker and brochure holder in the Historic District Park at the park's highest point in the Southeast corner of the park. Gerhard seconded. Doug explained the additional Southeast marker would contain the same information as the existing Northwest information marker but would also contain additional information about what can be seen from that vantage point, which is the highest point in the park. Doug presented an example of a sighting compass that would be included on the marker text such as the one shown below that would show directions and distances to surrounding communities and sights visible from the highest point in the park using binoculars:



Motion carried.

7. Doug moved the Town of Perry Parks and Open Space Committee request the Town Board to approve a revision to the Town of Perry Applications Guide for Land Divisions, Zoning Changes, Site Plan Approvals, Building Permits, Driveway Construction Permits, Mobile Home Permits, and Communications Tower Permits. The revision would change pages 3 and 10 of the Application Guide's "Neighbor Notification" procedure from the current policy of notifying all the adjoining landowners of a proposal affecting open space to notifying all the landowners within a certain radius of a proposal affecting open space. No second as it was pointed out that the revision was unnecessary because all such proposals are already published in the newspaper and posted on the town website; it is the responsibility of town residents to be informed; it is a small town and word gets around; and certified letters are expensive and sending more of them would be a costly duplication of the newspaper and web site announcements. Doug agreed with all of these points and withdrew the motion saying he did not realize all permits, land divisions, zoning changes and site approvals were published in the newspaper.
8. Report on May 9, 2017 Town Board Actions on POS Committee Requests:

Approved:

- a. Specifications for Memorial Circle pavers and markers. Specifications need a Certificate of Appropriateness (COA). Pavers and markers already have a COA.
- b. Language for Daleyville Park entrance sign and directional sign.
- c. Norwegian Sun Wheel symbol for Memorial Circle. Writing does not need a COA.
- d. Norwegian Sun Wheel symbol and definition added to the Historic District Park Informational Marker. Symbol and definition does not need a COA.
- e. Brochure holder for the Historic District Park Informational Marker. Fits on the existing post, therefore does not need a COA.
- f. Publication of Hauge Historic District Park brochure with addition of new fire number; names of copyright owners of photographs; confirmation of date the park was established. Document does not need a COA.
- g. Language for the Historic District Park Historical Marker with confirmation of the date the park was established. **Marker needs a COA.** The language of the marker does not.
- h. Leopold benches do not need a COA. The reason: The Town Board already made the determination that such items are furniture and not structures. This was determined when the Board previously approved an appeal of a Historic Preservation Commission denial of benches.
- i. Style of picnic table for the Historic District Park. **The table and style need a COA.**
- j. Posting of the park rules in Daleyville and the Historic District parks. The rules do not need a COA unless new rules are created. Those presented were existing rules.

Pending Approval upon receipt of additional information:

- a. Location of Historic District Park crossing and trail signs. Additional information is needed and will be researched by Town Board.
  - a. How much of the cost would the County share?
  - b. Who would pay for striping of the road and maintenance?
- b. COA is not needed. The safety and liability of existing pedestrian crossings are responsibilities of the County and the Town which are not subject to the approval of the Historic Preservation Commission as they have no authority over matters of public health, safety and welfare since those are municipal responsibilities and liabilities.

Doug moved and Gerhard seconded the approval of the report. Motion carried.

9. Status of Other Committee Initiatives

- a. Status of Friends & PayPal QR Codes for informational marker and brochure.
  - b. Status of changes to Park informational marker: (1) reorient facing south; (2) redraw the Park plan facing south; (3) add "You are here" and "Established in 2001" (4) add links and QR codes for Friends of Parks of Perry and PayPal.
  - c. Status of Memorial Circle construction: Town labor, equipment, volunteers
  - d. Status of Park marketing activities: posting to Trip Advisor, etc.
  - e. Status of letter of cooperation with Lawrence University Burial Site Survey.
  - f. Status of Historic District Park grading bids (tabled)
  - g. Status of Savanna Oak Opening tree removal and planting (planting tabled)
  - h. Status of Use of Park Features as Donation Opportunities for Fundraising – approved by Board and referred by Board to Perry Fundraising Coordinating Committee for implementation
10. Other Business:
- a. Mick and Roger (Town Chairman) had attended a meeting at the new Town of Verona Town Hall and he brought back information on a paver fundraiser that they are currently running. Lynette moved to add the document to the next meeting agenda. Gerhard (?) 2<sup>nd</sup>. Motion carried.
  - b. Lynette suggested that all of the COA information be gathered together for next meeting.
11. The next meeting will be June 15 at 7:00 p.m. The back-up date is June 22.
12. Gerhard moved to adjourn. Doug seconded. The meeting adjourned at 7:55 p.m.

Respectfully submitted,  
Michele Kittleson