

Minutes of the Playground Design Committee Meeting – 4/2/2024 at 6:30pm at NL Town Hall

Present:

Tistrya Houghtling, Town Supervisor
Craig Skerkis, Town Board Member
Paul McCreary, Town Engineer
Stacey Breads
Beth LaGrange
Hannah DeLisle-Stall
Courtney Potter
Alia Muadin (attending online)

Absent:

Peter McCagg, Highway Superintendent
Casey Lambert
Chris Ward

The meeting was called to order at 6:35pm by Supervisor Houghtling.

A motion was made by Tistrya Houghtling to approve the minutes from the 3/19/2024 meeting as amended (changing the date of the next meeting in paragraph 2 to 4/2/24, not 4/12/24). The motion was seconded by Hannah DeLisle-Stall and approved unanimously (Peter McCagg, Casey Lambert and Chris Ward absent).

A discussion was had regarding the standing meeting date and a potential conflict with the ZBA meetings. The group decided not to change the standing meeting date and time and to meet in the kitchen when the ZBA has meetings and to meet in the main meeting room when the ZBA doesn't have meetings.

A discussion was had regarding the draft letter Alia emailed to the committee to send to the Magical Bridge Foundation as decided at the last meeting. Two changes were suggested: 1) to add some demographics on New Lebanon, specifically regarding poverty and young families 2) to add some optional dates and times at the end of the letter to have a zoom meeting with the committee. Tistrya will make these two changes, put on town letterhead and mail to the Magical Bridge Foundation.

A discussion was had about how to introduce the work of the playground design committee to the public. We discussed including a blurb in the upcoming town newsletter to introduce the playground design committee and encourage people to come to meetings and be involved in the process. Hannah offered to create the first draft and circulate it to the committee members by the end of the week. We discussed the role of the LVCC in fundraising and sponsorships and what the town is and isn't allowed to do regarding soliciting donations and sponsorships. Tistrya will speak with the Town Attorney to find out the parameters and restrictions and to the LVCC to find out how to best collaborate with them.

A discussion was had regarding sponsorships of local businesses. A draft letter prepared by Courtney was reviewed to send out to local businesses. The committee decided to table the sponsorship letter

until we have more clarity on what the Town is and isn't allowed to do with soliciting sponsorships and how the LVCC and Town can collaborate on fundraising and sponsorships. Various options on sponsorships were discussed, including having different levels of sponsorships and examples of what each level would contribute (ie - \$2,500 - \$5,000 level buys one slide). Another option was to have each sponsor purchase a specific piece of equipment with an individual sign on it, however the difficulties were discussed of multiple people buying the same equipment and having to replace individual signs. There seemed to be consensus in the group of having one big sign at the entrance listing all sponsors and their levels of sponsorship and letting sponsors know what types of equipment could be purchased at each level. It was decided that we would set the levels of sponsorship at a later date.

A discussion was had regarding the budget and the set costs such as installation, surface cover, shrubbery as a boundary, etc. Paul presented a ballpark draft budget with the caveat that we are early in the process and costs are hard to determine now. The draft budget also only includes the barebones minimum of \$700,000 and does not include the other \$173,000 in the draft project budget in matching grants which the LVCC and Town are working on via other grants, sponsorships, etc.

DRAFT BUDGET PRESENTED TO COMMITTEE BY PAUL:

Shatford Park Trails, Playground and Related Amenities

Budget Analysis – Funds Available for Playground

Available Monies

Grant from NYSOPR&HP	\$500,000.00
Matching Funds (TNL)	\$200,000.00
Total Funds:	\$700,000.00
Trail & Amenities Bid	\$195,112.00
Added amount for Contingency & Mods	\$23,413.44
Possible Total Construction Cost	\$218,526.44
Potential Remaining Available Funds	\$481,474.56

Breakdown of Estimated Playground Costs

Fall Protection Surfacing (10,400 sf):	\$130,000.00
Fall Protection Surface Installation:	\$32,500.00
Fall Protection Surface Contingency/Waste/Options:	\$24,375.00
Excavation and Subbase for Fall Protection Surface:	\$35,000.00
Foundations for Playground Equipment:	\$30,000.00

Relocated Existing Playground Equipment: \$20,000.00
Fencing, Benches, Other: \$25,000.00

Estimated Cost for Playground
Construction Other than Equipment: \$271,875.00

**Funds Available for Playground
Equipment and Installation: \$209,599.56**

The next meeting will be held on May 7th at 6:30pm. A motion was made by Tistrya Houghtling to adjourn at 7:24pm. The motion was seconded by Stacey Breads and approved unanimously (Peter McCagg, Casey Lambert and Chris Ward absent).