

12 March 2015

REGULAR MEETING MINUTES
BOATHOUSE/HAINS PARK IMPROVEMENTS COMMITTEE

7:30 p.m., MEETING HALL, OLD LYME TOWN HALL

PRESENT

PG	Paul Gianquinto	Co-Chairman
PF	Paul Fuchs	Co-Chairman
BS	Brian Schuch	Secretary
DB	Don Bugbee	
RD	Bob Dunn	
GH	Greg Hack	
JP	John Parker	
RR	Rob Roach	
BR	Bonnie A. Reemsnyder	Ex-Officio
JR	John Rhodes	Ex-Officio
GS	Gil Soucie	Ex-Officio

ABSENT

KB	Ken Biega	
PC	Phil Carney	
JF	John Flower	Ex-Officio
SS	Skip Sibley	Ex-Officio
NP	Nina Peck	Architect
BJR	Brian Ross	Architect

PUBLIC

Steve Dix
Nancy Hutchinson

CALL TO ORDER> PG 7:30 p.m.

#1 APPROVAL OF MINUTES

MOTION> PG (PF) To approve the 12 Feb 15 meeting minutes as submitted. 5-1-1.

MOTION> RD (BS) To record all meetings going forward. 3-4-1.

#2 CORRESPONDENCE

The Committee received a letter from N. Hutchinson dated 11 Mar 15 which has been distributed to all Members and is attached for record. No response from the Committee is required.

#3 OLD BUSINESS

a. Financial Review – RD distributed the attached spreadsheet showing all expenditures to date. It will be revised and reissued as additional expenditures are incurred.

b. Master Plan Update – RD distributed the attached ‘Hains Park Master Plan Update and Design Criteria’ document and reviewed the contents with the Committee. **RD** distributed two sketches (attached) showing potential locations for the basketball court, saying P&R preferred Option 1. He distributed 3 other sketches (attached) of potential modifications to the existing toilet building and a picture of changing booths (attached).

c. Dock Replacement - GH reported that the order had been placed for the two 10’x60’ docks and that the cost reduction of \$2129.20 shown on the Financial Spreadsheet was due to the elimination of sales tax.

i. Ramps – GH reported that Members of the Committee met with Mike Lauretano from Connect-A-Dock at the lake to review the installation and distributed Mike’s proposal for two gangways, associated parts for anchoring the docks and solar-powered dock lights for a total of \$6,024.00.

MOTION> PG (GH) To approve \$3,894.80 for the gangways and hardware. 8-0-0.

ii. Delivery - Connect-A-Dock has estimated delivery during the week of 23-27 Mar; **GH** has requested delivery on 27 Mar. **PG** explained that since the docks are being delivered by common carrier, the Committee will likely get 24 hour notice and not get the 27 Mar date. **JR** stated Region 18 may be able to help unload with a tractor equipped with forks depending on the actual delivery and machine availability.

d. Refine Architectural Program to meet LOLHS & OLRA Requirements - PF distributed a hand-out (attached) with a list of functions the boathouse should accommodate to support the LOLHS and OLRA rowing programs for review and discussion.

i. Storage Requirements – PF and GH clarified that none of the boat storage space proposed will be used for private boat storage. **JR** and **RD** have requested additional clarification on the number of boats and storage space required.

ii. Region 18 Requirements - JR requested inclusion of a motion-detector security system and a smoke/fire detection/alarm system. He also asked how key control would be handled; **PF** suggested a card key access system be considered.

iii. Code Requirements – This item was tabled since Code issues are related to the specific facility and functions proposed; they will be considered when arrangements are refined.

#4 NEW BUSINESS – None

#5 PUBLIC COMMENTS

N. Hutchinson submitted hand-outs (attached) entitled Notes on March 8 “Renovation and Addition” Concept Design and Boathouse Comparison Table.

S. Dix suggested maintaining the existing 28’ wide bay and adding a longer addition.

#6 ADJOURNMENT

MOTION> PG (BS) 9:59 p.m. 8-0-0

The next meeting is a Special Meeting scheduled for 26 Mar 15 at 7:00 p.m.

March 11, 2015

Dear BHPIC,

Thank you for your Feb 12th response to my letter of Dec 11th, in which you confirm that improving the existing toilet building and using them in lieu of adding toilets to the Boathouse will be considered by the BHPIC as they develop the best solution to the Town's needs, now and in the foreseeable future.

For clarity, please note that your accompanying statement "New toilets in the proposed boathouse was a stated program requirement in the STEAP grant application..." is only relevant if the full project scope as submitted in the STEAP grant application can be implemented using only STEAP funds (\$478,000). If not, then a more appropriate statement would be that providing access to 3-season bathroom facilities (Mar 1 - Nov 30) is a key rowing program objective. This objective can be met in multiple ways.

Thus, the premise of my Dec 11th correspondence: with significant Old Lyme taxpayer funds allotted to supplement the project's STEAP grant funds, the project should now also consider how the project can best benefit the broader Old Lyme community, in addition to meeting key District 18/OLRA rowing program needs.

Also as noted in your Feb 12th response (and discussed at recent BHPIC meetings), applicable Code requirements depend upon a building's proposed/intended use. Therefore, if designating space for a proposed OLRA activity within a revised Boathouse would trigger a change in its applicable Building/Fire Codes and ADA requirements from that of a storage facility, then also proactively evaluating the pros/cons and costs associated with incorporating those code-changing activities into a revised public Hains Park Bathhouse/Town Facility, rather than a revised Boathouse, would support informed decision-making and ensure optimal spending of town and state funds.

Thank you again for the work you are doing to develop a project plan that meets the needs of the District 18/OLRA rowing program, while also providing the greatest benefit to the broader Old Lyme Community.

Best regards,

Nancy Hutchinson

EXPENDITURES

\\OLTHSERVER3\Docs\NICOLE\Grants\STAP-Boathouse\Detailed Expenditure Hains Park Boathouse.xls

Hains Park Master Plan Update and Design Criteria

Old Lyme Parks & Recreation - March 2015

1. Basketball Court – Important existing feature of Hains Park for public use

Criteria - Basketball Court Relocation

- a) Refurbishment/relocation to coordinate with Boathouse expansion project
- b) Requirements for relocated Basketball court:
 - i. Width: a minimum of 40' (existing 40', std. MS court width is 42')
 - ii. Length: a maximum of 80' (existing 80'). Potential to reduce $\leq 10'$ - only if necessary
 - iii. Backboards: current ones can be reused (only 2 years old)
- c) Site Location - *only two sites suitable* (see Site Map options)

2. Security – For all Buildings and key areas of park: Basketball Court, Parking Area, Playground?

Criteria - Video Cameras and Motion Lighting

- a) Location of Video Cameras to take into account Town Insurance Company recommendations
 - i. Video recorder located in locked P&R storage area in Bathhouse
 - ii. Minimum 3-7-day recording loop. No live monitoring via internet
- b) Motion Lighting installed only where needed near buildings

3. Entrance and Driveways

- a) Widen both entrances to accommodate two-way traffic.
- b) All driveway and site work designs should minimize site erosion and run-off into Rogers Lake

4. Parking – Develop plan that minimizes conflicts between use by Old Lyme Residents and OLRA

Criteria – Parking

- a) Parking sticker system for OLRA non-residents
 - i. P&R developing for Spring 2015
- b) Add Handicapped parking and ADA walkways from parking lot to Bathhouse
- c) All OLRA boat trailers to be stored off-site unless in use
- d) All large OLRA Events (Regattas and HS Meets) to be coordinated w/OLP&R Director, similar to teams using Town Woods Park.
 - i. Visiting buses/cars to park at Town Woods Park, after drop-off
 - ii. OLRA to arrange shuttle as needed
- e) Explore potential for adding limited gravel parking area near Boathouse
 - i. If Basketball Court is relocated elsewhere within Park

5. Signage

- a) *Improve signage and include rules for non-resident use (Park hours, general rules, etc)*
 - i. *Propose to keep in scope; plan to be developed by P&RC, if that is BHPIC preference*

6. Bathhouse Upgrades – Intended for use by both Old Lyme Residents and OLRA members

Criteria - Toilet Upgrade

- a) Upgrade to full ADA compliance, including ADA access from ADA parking spots in parking lot.
 - i. P&R continues to pay "cleaning service" for public toilets
 - ii. OLRA responsible for ensuring OLRA student/adult rowers treat facilities respectfully
- b) Heating units installed to extend toilet usage 2 months: from Mar 1 thru Nov 30
 - i. Provides toilets for Boathouse use for full rowing season
- c) Automatic (timed) door locking system installed: set to auto-unlock early AM and auto-lock at dusk.
 - i. P&R-paid "lock-up service" to double-check bathrooms fully locked at night. Only P&R and lock-up service to have key cards/combination codes.
 - ii. If automatic unlocking/locking system not possible, then limited set of key cards/combination codes provided to designated OLRA adults/coaches for early AM opening.

7. Add New "Pavilion" to Bathhouse – Intended for use by both Old Lyme Residents and OLRA members.

Includes: 1) Covered Assembly Space and 2) Changing Area, if needed to avoid Boathouse code change.

RATIONALE:

- *Pavilion would enable "non-storage" OLRA program requests (video assembly area, ± changing areas) to be met without the added costs associated with triggering a Boathouse building code change (S2 Storage to Educational).*
 - *E.g. added costs of constructing second toilet facility at rear of Boathouse (short distance from centrally-located public toilets) and for implementing associated ADA requirements*
- *Addition of a public Pavilion dramatically increases the project's benefits to Old Lyme Taxpayers*
 - *Important/relevant because Boathouse project is no longer funded exclusively by STEAP grant (\$478,000) and Old Lyme taxpayers will be paying for additional costs.*
- *Attaching the Pavilion to the Bathhouse has the following physical advantages:*
 - *Synergizes ADA improvements: common ADA pathways/ramps, parking, etc.*
 - *Provides existing structure onto which storage spaces and changing areas can be added*

Criteria - Assembly Space

- a) Open-sided, covered area (Pavilion) attached to Bathhouse
 - i. Provides shaded/covered area with view of the lake
 - Final location depends on overall site plan and location of Basketball Court
 - ii. ADA accessible; common pathways from Bathhouse to parking lot and handicapped parking.
 - iii. Large enough for ~3-4 picnic tables
 - Adequate for assembly of HS rowers for video viewing.
 - iv. Include small locked storage closet with electric outlet for OLRA Video equipment
 - Can be rolled out for viewing by rowers in Pavilion. Exclusive for OLRA use.
 - v. Depending on final layout of ADA toilets in Bathhouse, may add small P&R storage closet.
 - Currently a storage/utility closet is in existing Bathhouse.

Criteria - Changing Areas

- a) Add multiple "Changing Stalls" (individual use, feet visible from outside).
 - i. "Changing Stalls" are safest option. Easily supervised from outside building.
 - a) Safety concerns regarding "Changing Rooms" (closed areas for use by multiple individuals): need supervision, as they cannot be easily monitored from outside.
 - ii. Include handicapped changing stall, linked to same ADA pathways going to bathhouse.
- b) No lockers in public bathhouse (Issue: individuals leaving locks on lockers for storing personal items)
 - i. OLRA members can store personal items in Boathouse (locked storage, cubbies, or lockers). Individuals with parking stickers can also lock personal items in their cars.

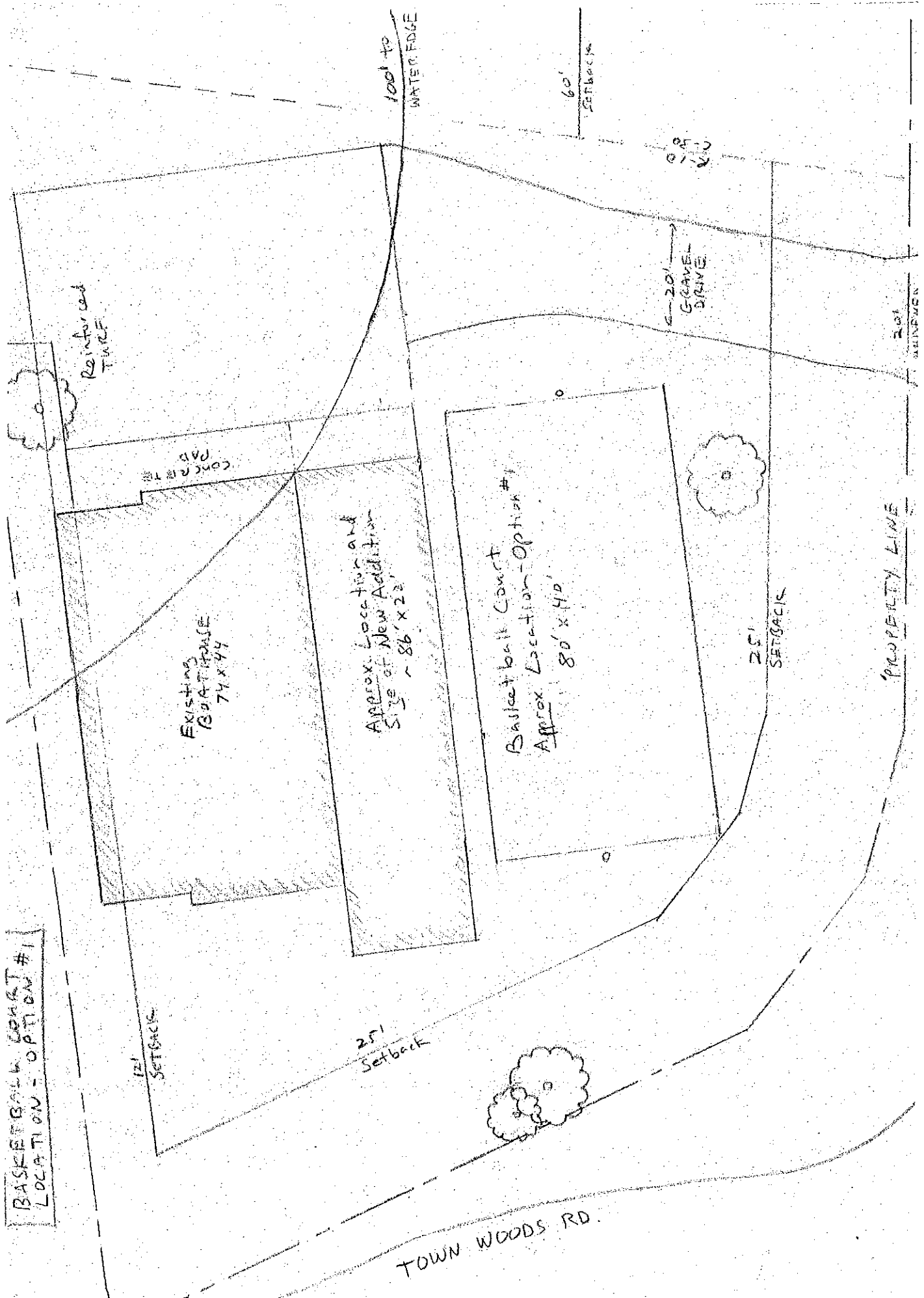
Note: If multi-person "changing rooms" are proposed for inclusion in public Bathhouse, such facilities must be designated for use by OLRA rowers only, supervised by OLRA coaches at all times when open, and locked outside of designated supervised hours. Students not to have access to keys/combo

Aspects of Hains Park Master Plan OL P&RC agree are out of project scope:

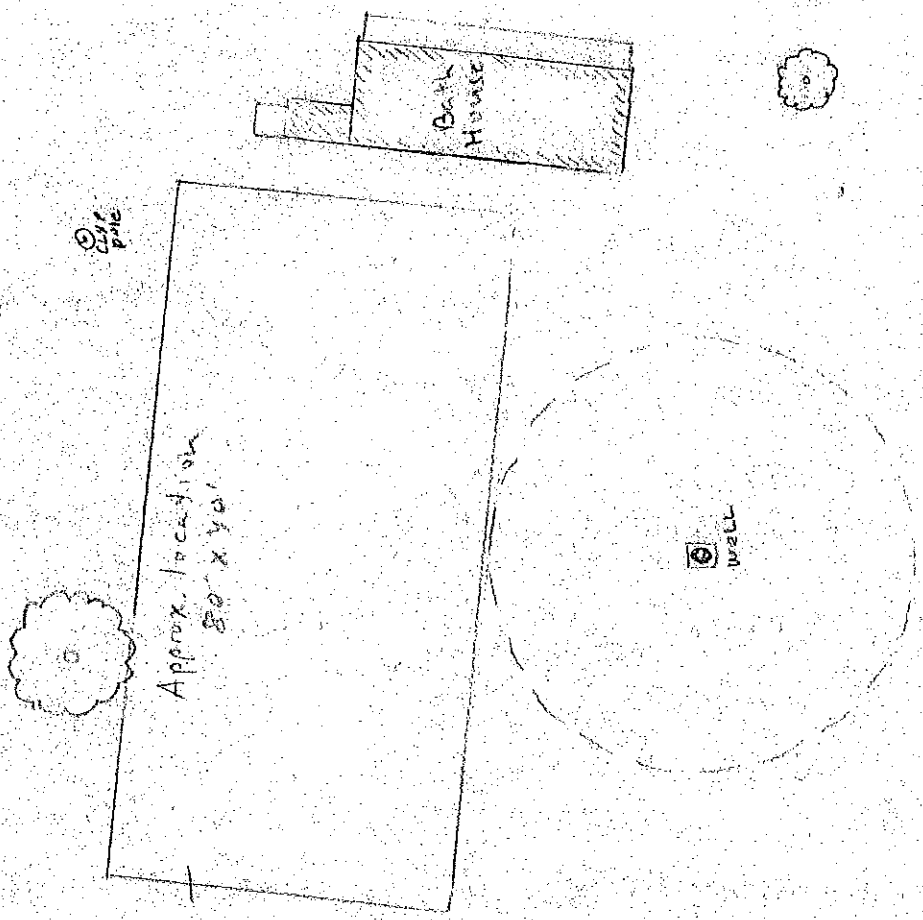
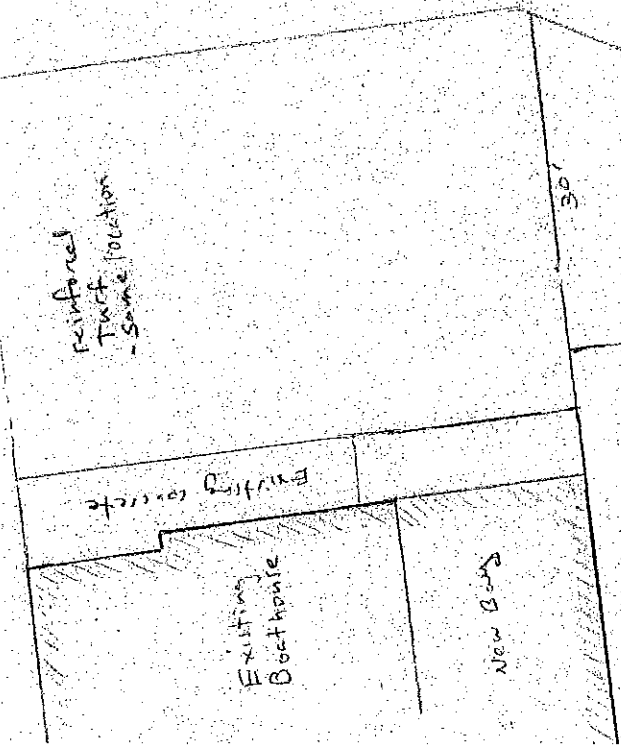
(Numbering reflects that used in the Dec 2014 BHPIC minutes under OL P&RC update):

- 4. Swimming Area Upgrades**
 - a) Weed removal and possible dredging – separate committee addressing
- 5. Improved Drainage and Reduction in Runoff:**
 - a) Site upgrades unrelated to planned BHPIC site work - to be addressed by P&RC/Other Commissions
- 7. Signage**
 - b) Improve Crosswalk Area on Boston Post Road (visibility) - Out of Scope since Rt 1 is State Road
- 8. Playground Upgrades**
 - a) General improvements to current equipment/site - P&R will pursue volunteer and funding options

BASKETBALL COURT
LOCATION - OPTION #1



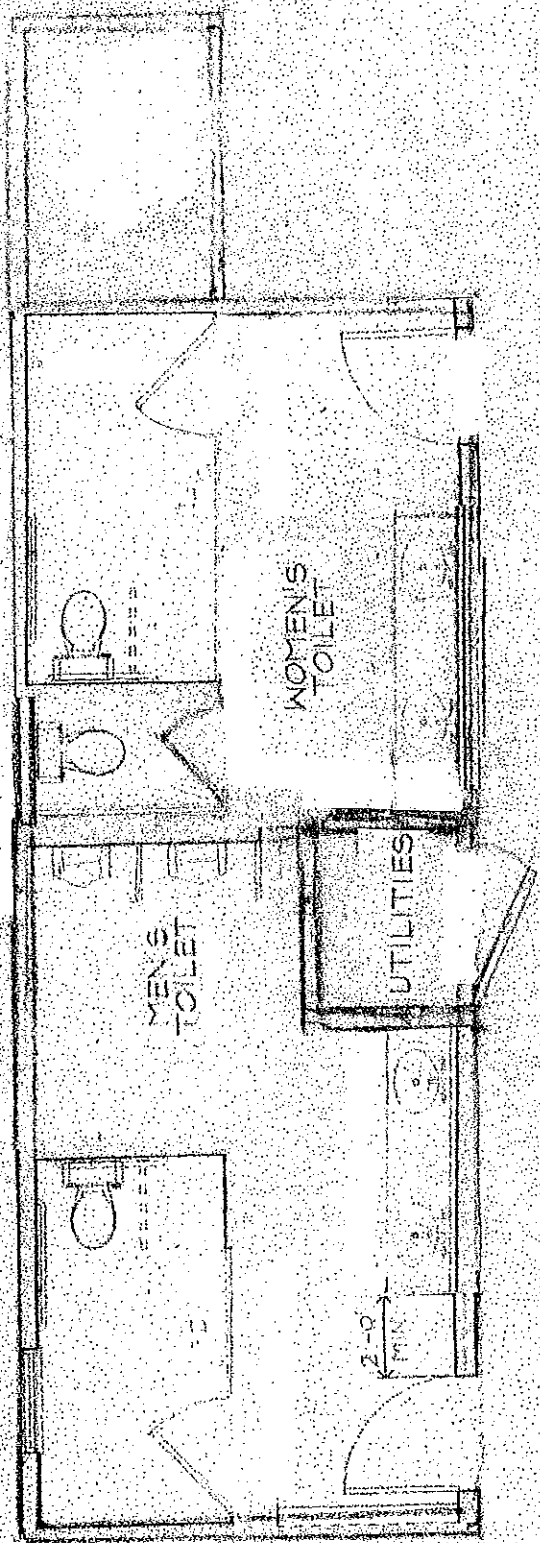
Basketball Court Location
Option #2



Parking

20' WIDENED ENTRANCE

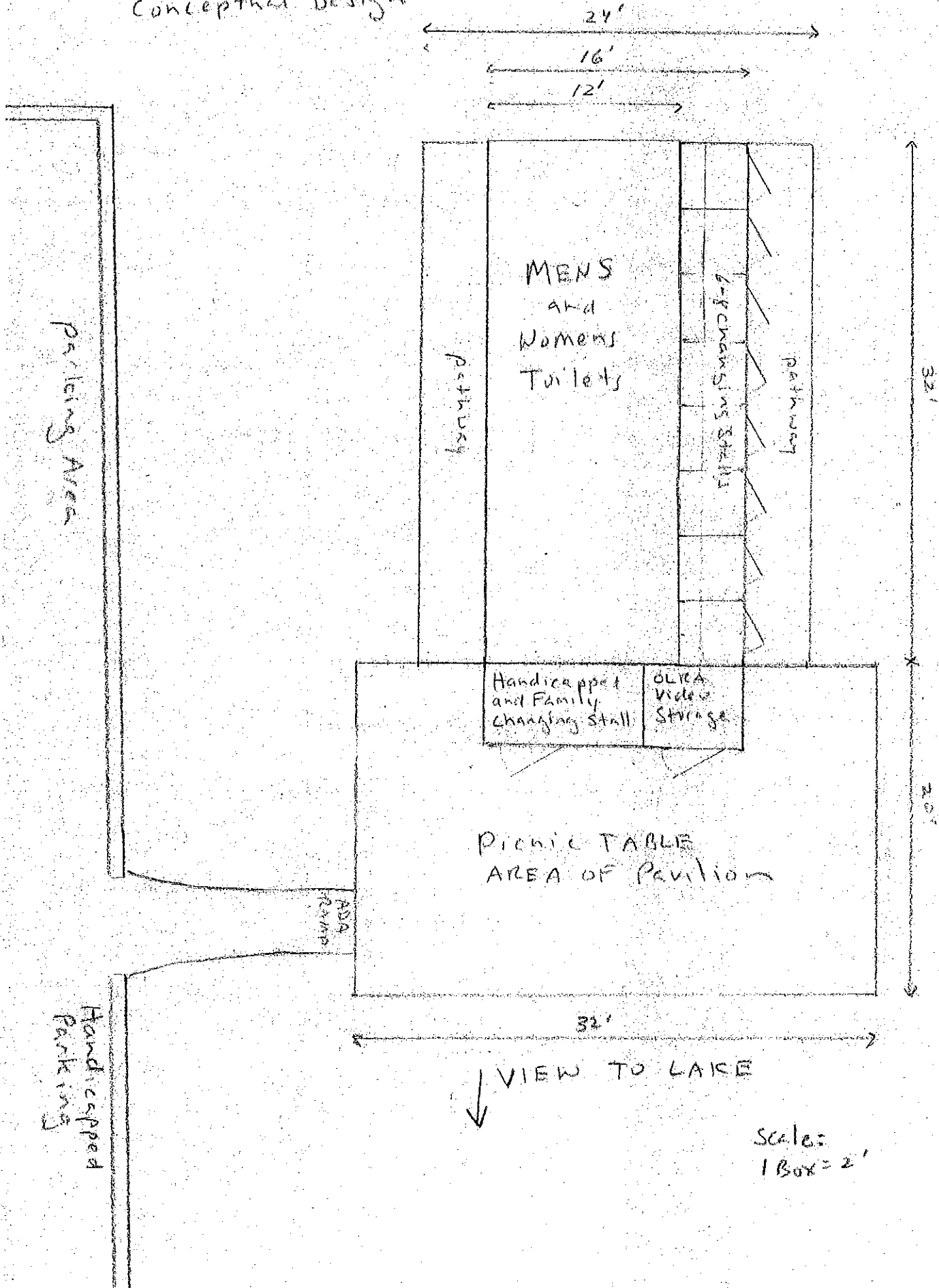
Gate



30'

12'

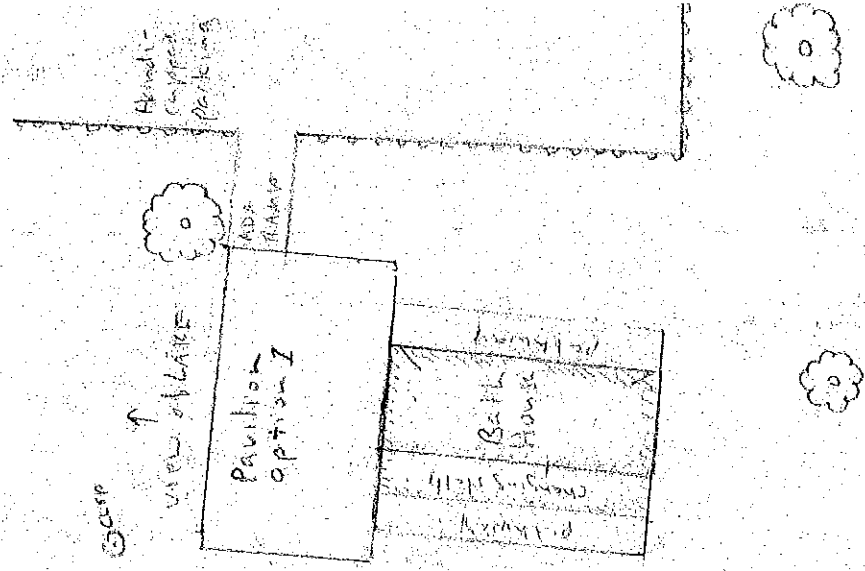
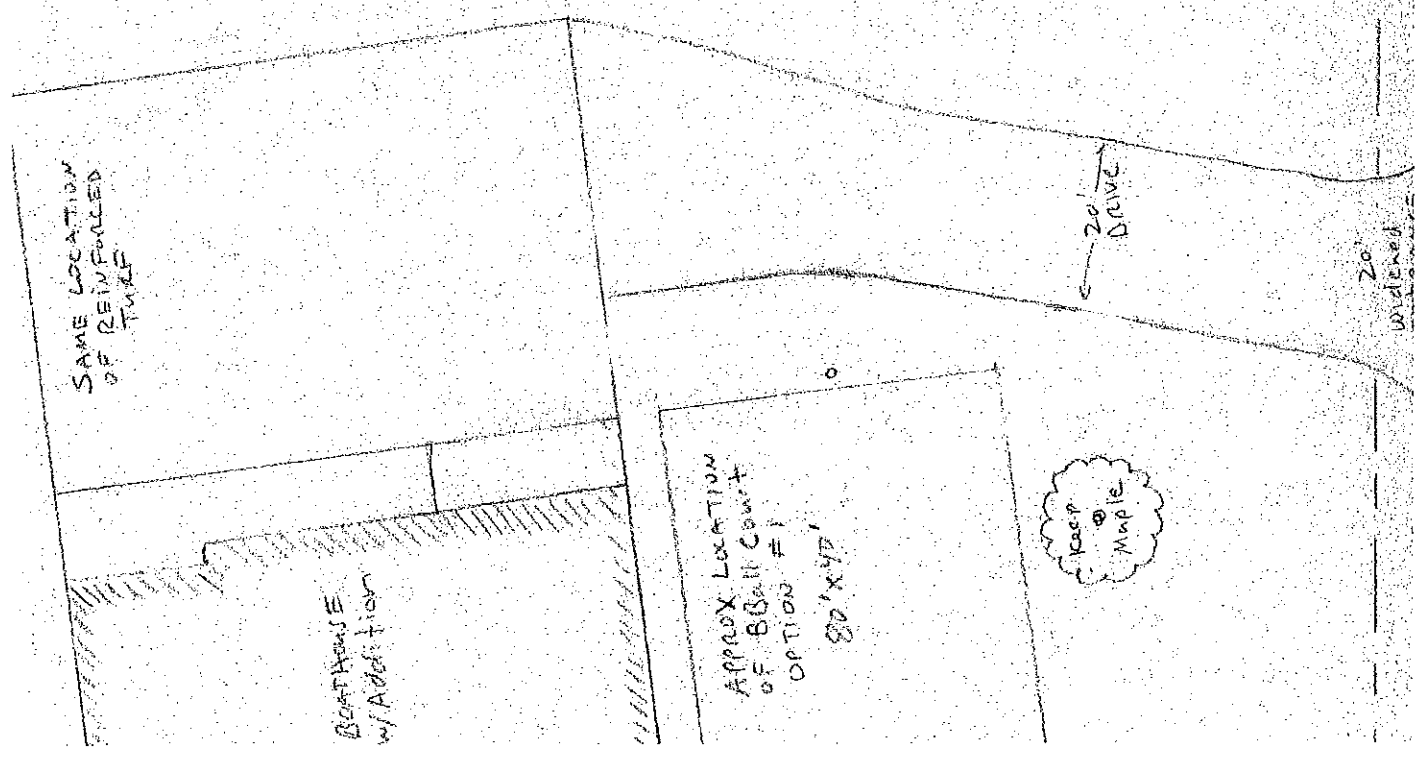
3/2/15 DRAFT BATHHOUSE OPTION #1
Conceptual Design



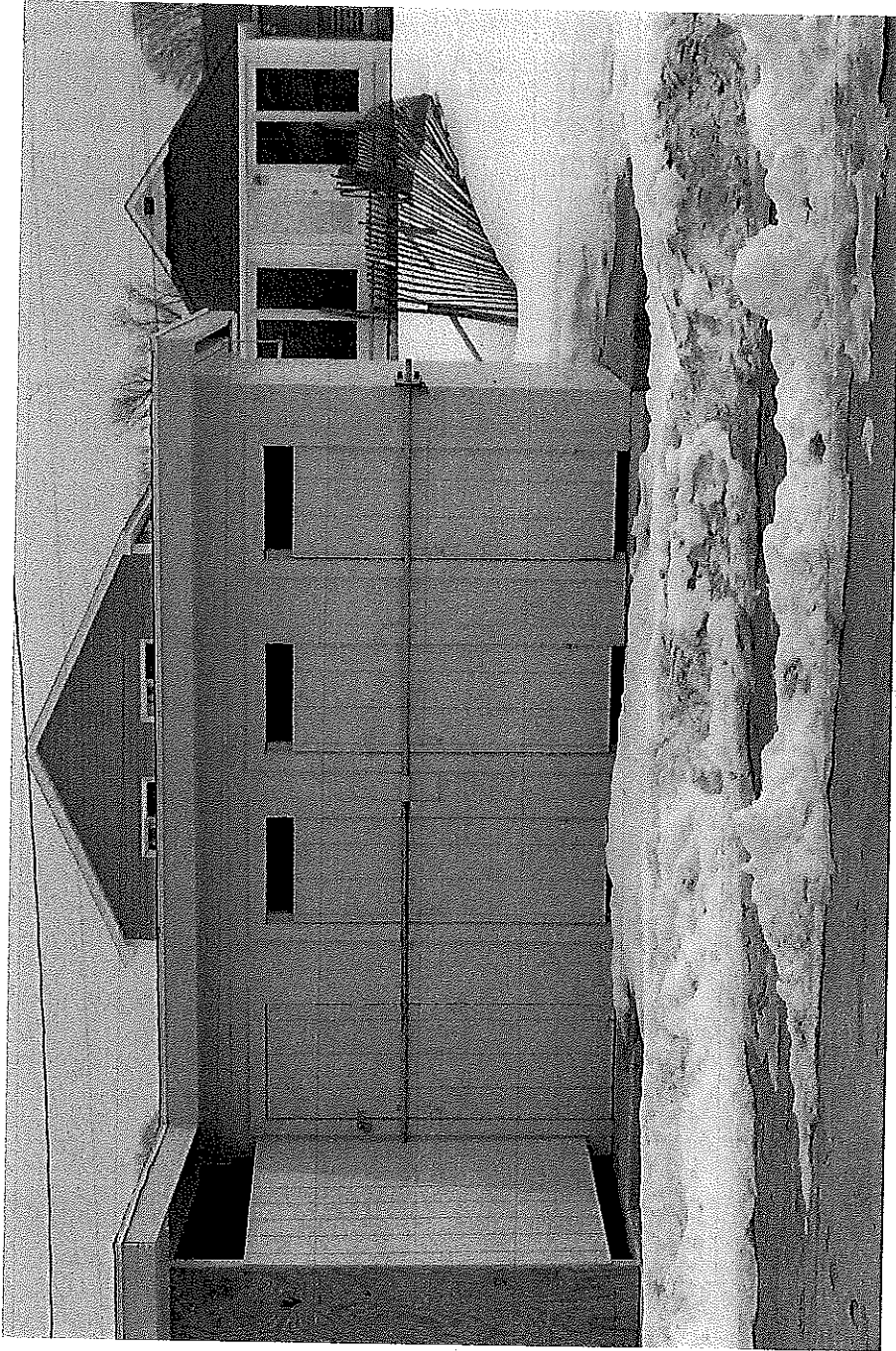
Scale:
1 Box = 2'

- Backcourt location #1
- Bath House/Pavilion option #1

Site plan
option #1



2/28/15 - Concept Design



Regatta

Dock Systems

Gangway Contract

March 11, 2015

Proposal For:

**Town of Old Lyme
Bonnie Reemsnyder
First Selectwoman
860-434-1605 X211**

Ship To:

**Greg Hack
Old Lyme Rowing Association Rogers Lake
174 Boston Post Rd Old Lyme, CT
860-460-7299**

Gangway Contract

Gangway / South Dock : 5' 5" wide x 6' long.....\$2,492.00

Thru flow decking (installed)

Hinge on dock end, Hinge on shore end

NO float at dock end, NO handrails

Gangway / North Dock : 5'5" wide x 8'long.....\$3,398.00

Thru flow decking (installed)

Hinge on dock end , Handicap transition plate

NO float on dock end, NO handrails

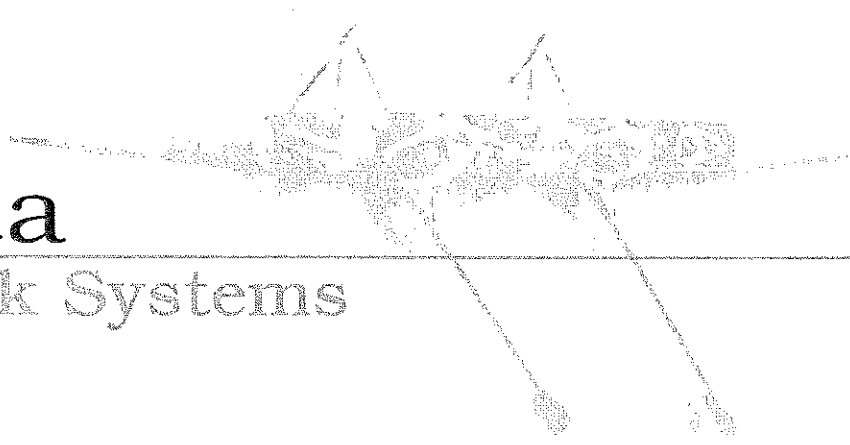
(2) 4' galvanized poles, augers & pole connectors

SLD1020 - The light that fits into the CAD slot - 2 @ \$40.....80.00

Solar Dock Post Lite that fits on top of (2) posts at North Dock.....54.00

Regatta

Dock Systems



Delivery of Gangway components via common carrier FOB Old Lyme, CT
Installation by Client

TOTAL

\$ 6,024.00

Customer Approval: Signature _____ Date: _____

Gangway Terms: 50 % deposit with order 50 % prior to shipping

Thank you for your order!

Mike Lauretano

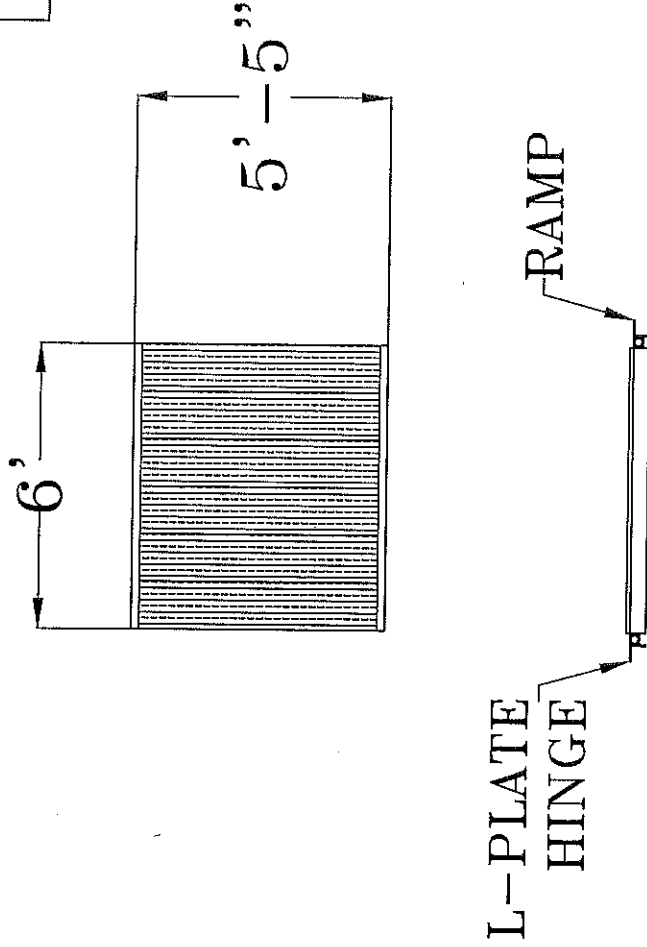
Mike@RegattaDock.com Office: 860-940-6468 Cell: 860-302-9182 Home: 860-567-0242

Regatta Dock Systems

Seven Heron Pointe Morris, CT 06763

www.RegattaDock.com

APPROVAL SIGNATURE:
SHORE LAKE

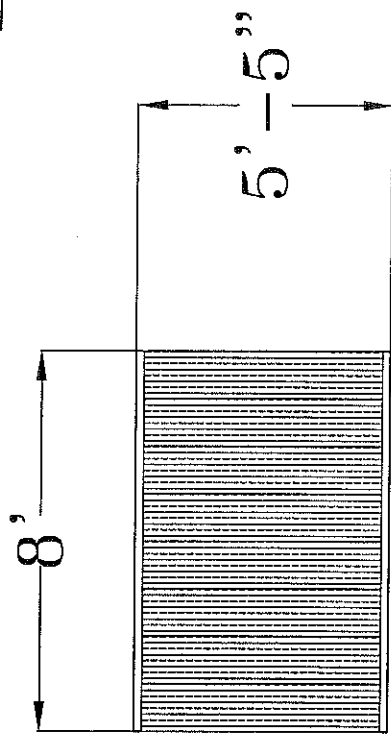


<p>ALUMADOCK MARINE STRUCTURES 1-800-849-5511 HENDERSON, N.C.</p>	<p>SOUTH DOCK -5'-5"x6' GANGPLANK -THRU FLOW DECKING INSTALLED -DOCK HINGE -SHORE HINGE</p>	<p>ENCLOSURE THIS DRAWING AND THE INFORMATION CONTAINED HEREIN IS FOR THE USE OF THE ENGINEER ONLY. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF ALUMADOCK MARINE STRUCTURES, INC.</p>	<p>ALUMADOCK MARINE STRUCTURES P.O. BOX 2600 HENDERSON, NC 27535 WWW.ALUMADOCK.COM 1-800-849-5511</p> <p>OLD LYME ROWING ASSOCIATION ROGERS LAKE PROJECT OLD LYME</p>	<p>DATE: 4/12/11 SHEET: 1 of 1</p>
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NOTE: ALL BOLTS REQUIRE ANTI-SEIZE FOR INSTALLATION

APPROVAL
SIGNATURE:

LAKE SHORE



L-PLATE
HINGE

RAMP

ALUMADOCK
MARINE STRUCTURES
1-800-849-5511
HENDERSON, N.C.

NORTH DOCK
-5'-5"x8' GANGPLANK
-THRU FLOW DECKING INSTALLED
-DOCK HINGE
-RAMP

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OLD LYME ROWING ASSOCIATION
ROGERS LAKE PROJECT
OLD LYME

DATE: 4/12/11 SHEET: 1 of 1

NOTE: ALL BOLTS REQUIRE ANTI-SEIZE FOR INSTALLATION

PROGRAM

Detailed Boathouse Requirements

Boat Storage: 2020 linear feet in proper configuration for (as an example):
12 Singles, 6 trainers, 8 eights, 10 fours, 6 quads, 12 double/pairs
Extendable racks to protect boats NO PRIVATE BOATS

Oar Storage: 48 Sets of sculls, 128 Oars

Flex Space: Space for 8-12 with coach to view video
Space for 8 to use ergs
Access to outdoors to move ergs outside when appropriate

Erg Storage: Dedicated space for 24 ergs

Lockable Room/Office: 8 x 10' Coach gear, desk, computer

Bathrooms: Men/Women per code OK

Changing Rooms: Men/Women 10-15 in room at a time (approx. 200 ft²)

Student Storage: Unlocked bins or shelves for 80

Secure Parts Storage: Cabinet/bins lockable

Charging Station: Coxing equipment 12 units

Workbench: with secure tool storage

Flammable Locker: Gas (and propane?) storage

Boat Bag Storage: Safety bags for launches –daily use

Other Important Items

Internet: for office only (wired, no wi-fi)

Parent Equipment: Storage for grill, tents, utensil bins, etc (accessible from outside?)

Extra Storage: Loft or other

Options: would be nice to see across all bays
Flat, solid outdoor space near boathouse for erg, warm-up, etc
Coach boats securely stored outside

FIRE/SMOKE DETECTORS

SECURITY SYSTEM

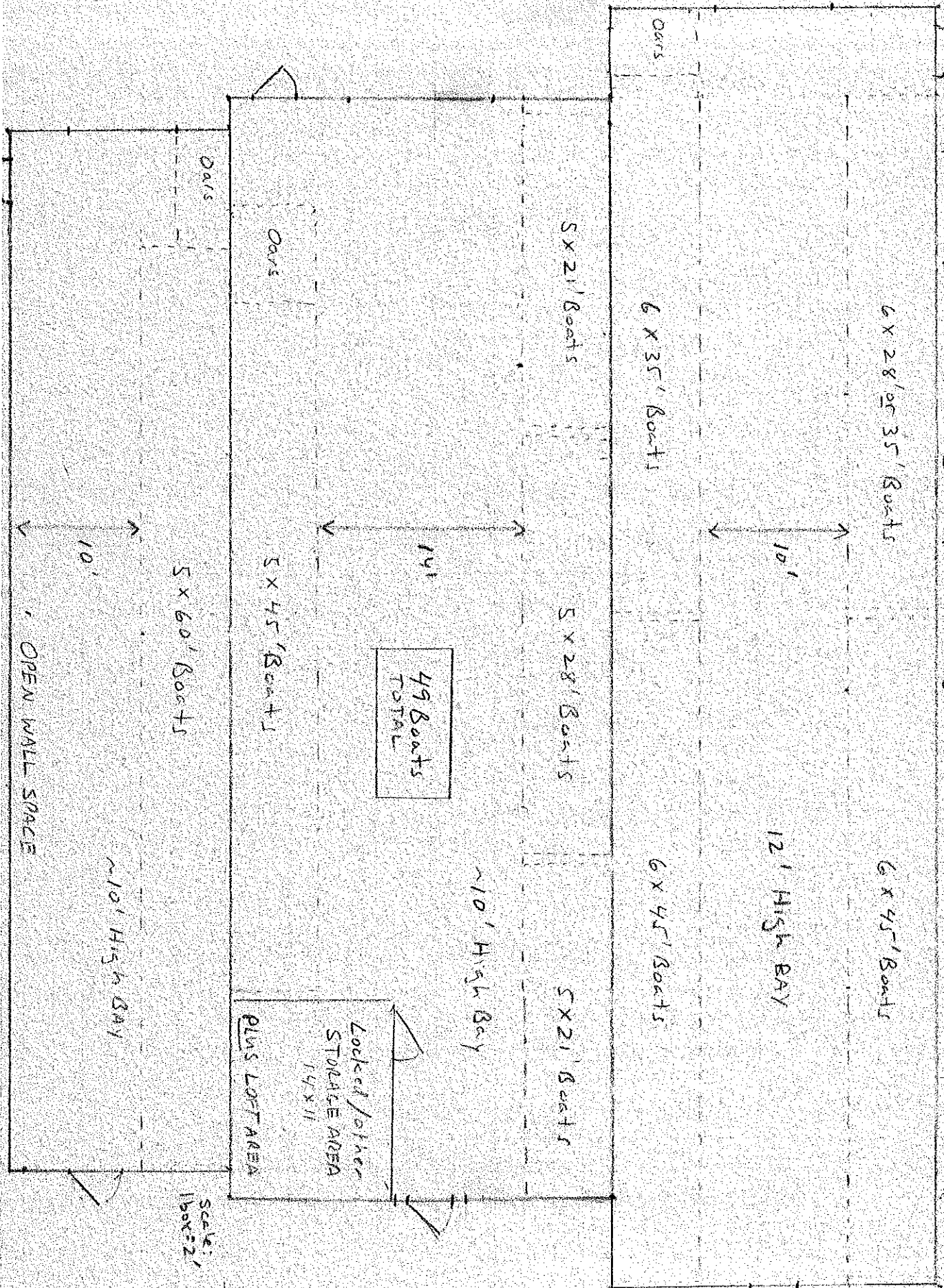
CARD KEY ACCESS

*Notes on March 8th "Renovation and Addition" Concept Design:

- Boat racks planned 5-high in existing bays and 6-high in new bay. Although this results in 5 fewer boats than New Construction Options (49 vs 54), it only reduces boat storage at the top (6th high) shelf. Final rack locations and configurations within structure can be revised, as needed.
- Loft storage space (located above new bay) to be accessed via external staircase at rear of building. Rolling rail, as described in original STEAP grant application, can also be installed to facilitate large item storage.
- Space for oar storage can be included in each bay, plus large enclosed area for locked storage/other uses on 1st level. Locations and configurations of storage spaces on first level can be revised, as needed.
- Renovating existing middle bay provides for wider open area vs either new construction plan (16 vs 10 ft). This provides greater flexibility for open space use and winter storage. It also enables the addition of movable/rolling racks, if needed, for even greater boat storage capacity/flexibility if needed, while also maintaining minimum 10 ft clearance between racks.
- The open wall (without boat rack) in small bay provides flexibility to add cubbies/lockers, hang equipment, etc., and increases winter storage space.

March 8, 2015

Conceptual Design: Renovation & Addition 86' x 66' x 18'



6 x 28' or 35' Boats

6 x 45' Boats

12' HIGH BAY

6 x 35' Boats

6 x 45' Boats

5 x 21' Boats

5 x 28' Boats

5 x 21' Boats

49 Boats
TOTAL

14' HIGH BAY

DOORS

5 x 45' Boats

5 x 60' Boats

DOORS

10' HIGH BAY

OPEN WALL SPACE

LOCKED/other
STORAGE AREA
14 x 11
PLUS LOFT AREA

Scale:
1 box = 2'

Conceptual Design: March 8, 2015
RENOVATION & ADDITION

- MULTIPLE OPTIONS FOR ROOF DESIGN -

SIDE VIEW

MULTIPLE OPTIONS FOR ROOF DESIGN

86' shown
- multiple lengths
options

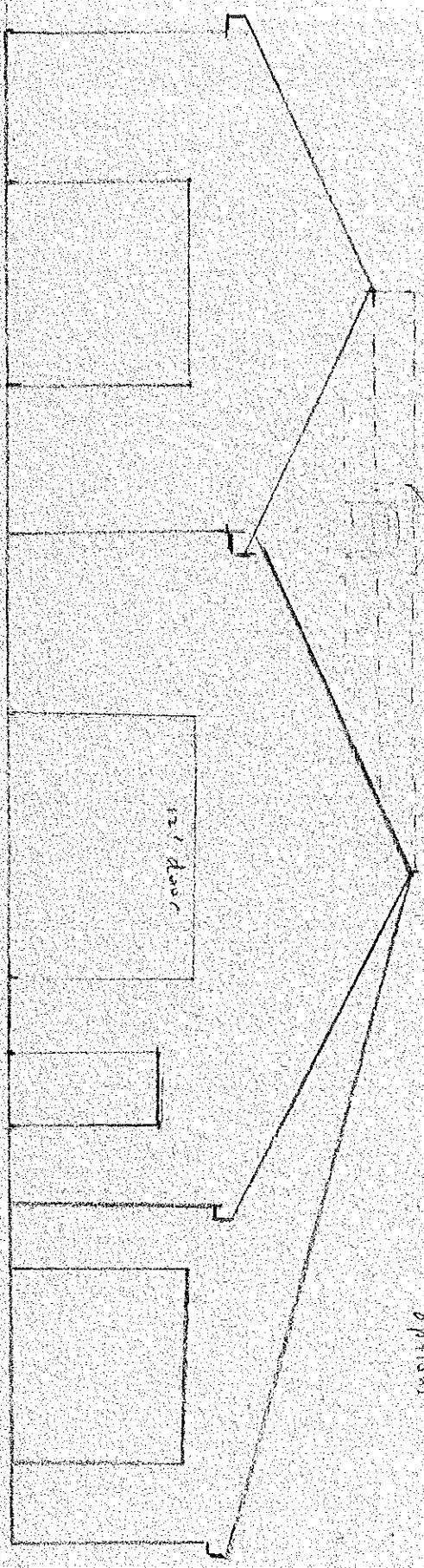
12' door

22' Addition

28' EXISTING

16' EXISTING

FRONT VIEW



Boathouse Plan Comparison Table – Physical Criteria – March 8, 2015 – for discussion

	Existing Boathouse	STEAP Appl.	Oct 2014 Plan	Renovate Plan *
Construct. Type		Renov. + Addition	All New Construct.	Renov. + Addition
• Length, max. (ft)	74	74	86	86
• Width, max. (ft)	44	66	70	66
• Height (ft) (w/o cupulas)	18	28	35	18
• Number of Stories	1	1	2	1
• Loft storage ⁺	No	Yes	-	Yes
• Variances Required ⁺⁺	-	Height	Height & Setbacks	No
Total Sq. Ft. (w/o loft space)	3222	4850	7807	5114
• 1 st floor (sf)	3222	4850	5932	5114
• 2 nd Floor (sf)	-	-	1875	-
• New Construct. (sf)	-	1628	7807	1892
• 1 st floor height	10?	12	12	10? and 12
Applicable Building Code	Storage	?	Educational	Storage
• 3-Season Bathrooms	No	?	In Boathouse	In Public Boathouse
• Locked storage/"Office"	No	?	Yes ("Office")	Yes (Locked storage)
• Erg Workout Room/Area	Ad hoc use of open areas (Basketball court / Bays)	?	Designated Workout room	Ad hoc use of open areas (Basketball court / Pavilion)
• Assembly/Video Area	use Bay open space	?	In Boathouse	Add to Boathouse / Pavilion
• Changing Room/Stalls	No	?	In Boathouse	Add to Boathouse / Pavilion
# Boats Stored Inside	~32 (+8 on trailers)	?	54[®]	49
• Increased Boat Capacity	-	?	22	17
• ≥10 ft. clearance by racks	No	Yes (10 ft)	Yes (10-14 ft)	Yes (10-16 ft)
• Space for 6' Rolling Racks	No	No	No?	Yes – in 28 ft Bay
OL Funds Benefit Broader OL Community, as well as OLRA	-	n/a,	No	Yes
Meets OL P&RC Criteria^{**}	-	STEAP funds only	No	Yes
Meets Dist. 18 Criteria^{^^}	-	-	No	Yes

* Based on March 8, 2015 conceptual plan.

⁺ Loft storage Renovate Plan accessed by external staircase on rear of building.

⁺⁺ Check total coverage not exceeded for all options.

[®] Includes extra capacity for OLRA rental of space for private boat storage?

^{^^} Some points raised to date: Priority is Boat Storage. If change in Building Code is triggered (S2 Storage to Educational) then all Educational, Region 18 and ADA requirements must be met. No access to "general public" (Region 18 & OLRA only). Minimize insurance and maintenance costs. Need additional input!

** See OLP&RC Hains Park Master Plan and Criteria document for more detail.