

**Cliff Walk Committee**

**November 14, 2016; 5:30 – 7:30**

**Wheeler Room, York Public Library**

**Approved MINUTES**

**Members Present – Bob Luttman, Bob Gordon, Ted Little, Diane Kleist, Elizabeth Bardwell, Jon Speers and Tom Rose**

**Members Absent – Mary Andrews**

**Others – Dylan Smith - Town Planner**

**Mike Sullivan – Director York Parks & Recreation**

**Public – Micah Smart**

**The meeting opened at 5:30 pm.**

**1) Welcoming Remarks and Announcements** – Chairman Bob Gordon opened the meeting and welcomed Mike Sullivan, Director of York Parks and Recreation, as an invited guest. There were no announcements.

**3) Discussion with Mike Sullivan on Cliff Walk Maintenance** – This discussion followed a decision by York Town Manager, Steve Burns, to assign the responsibility for Cliff Walk Maintenance to the Park & Recreation Department headed by Mike Sullivan. Mike proceeded to explain the directives given him by the Town Manager, highlight the capabilities of the Parks & Recreation Department showing why they are best prepared to handle these tasks and dialogue with the committee to determine how we could help him and communicate with his team.

- **Town Manager Directives.** Work will start in Spring 2017 and for now will be limited to the section from Harbor Beach to the start of the Peterson property. The tasks will include minimal brushing, addition of plantings to control erosion or enhance privacy of adjacent properties, repair damage to the walkway infrastructure, and generally to keep the path navigable and safe for pedestrian passage. In this case safe means in the context of a hiking trail being safe. The goal is about getting and keeping the infrastructure in reasonable condition while maintaining a delicate balance with the owners of adjacent properties. The department should also include in their budget a seasonal Cliff Walk “Ranger”. This person should be prepared to educate users about minimizing their impacts and disruptions to the neighborhood and about the history of the area and natural environment. This “Ranger” could also serve both the Fisherman’s Walk and Wiggley Bridge areas. This “Ranger” will patrol during operating hours and the P&R department will coordinate with the police department for regular patrols by police officers primarily in

hours after the Walk is closed. There will be a gate at the Reading Room entrance to the Walk and the sign at Harbor Beach will be moved closer to that entrance. If any major repairs are needed, they will require a capital budget request.

- **Parks & Recreation Department.** Mike Sullivan explained that his department was well positioned to deal with the Cliff Walk task. He reminded us that his team was very experienced in public/private interface. His cemetery team maintains more than 200 cemetery and grave sites most of which are on or near private lands. Moreover, his parks activities include many trails in York and especially Mount Agamenticus which pass through and over privately held properties. They have learned how to get the job while maintaining respectful communications with property owners. He was very confident that they establish and maintain good relationships with property owners along the Cliff Walk.
- **Action Items for Cliff Walk Committee and Parks & Recreation department.** Mike asked for our help in gathering information such as Cliff Walk history, Maps, Reports (such as the Committee group walk on the Cliff Walk last May) and property owner contacts. The Committee agreed to provide Mike with a package of information during our December meeting. Dylan Smith will also help Mike Sullivan to collect additional information.

**4) Minutes of October 17, 2016 Meeting.** Bob Luttmann moved for acceptance of the Minutes and was seconded by Bob Gordon. The committee voted in favor by 6-0.

**5) Public Comments and Questions.** None

**6) Review and Discussion of Draft Letter (Status Report) to CW Property Owners.** The Committee discussed a draft copy submitted by Bob Luttmann and it was approved with some additions. The final version will be reviewed for final approval during the December meeting and a release date will be determined.

**7. Executive Session: Pursuant to 1 M.R.S. 405(6)(C) to discuss legal issues and real estate matters regarding the Cliff Walk.** Moved by Ted Little and seconded by Elizabeth Bardwell.

**8. Next Agenda – December 12<sup>th</sup>.** Final Review of Letter to Owners and Data package for Mike Sullivan

**9) Move to Adjourn.** Ted Little moved and Bob Gordon seconded.