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**Twin Brook Advisory Committee
Meeting Minutes
December 8, 2005
Town Hall
6:00 P.M.**

Present: John Andrews, John Eldredge, Peter Gordon, and Jeff Porter

Absent: Stephanie Fowler-Enaire, Glenn Hutchins and Steve Moriarty.

Also Present: Cynthia Orcutt, Landscape Architect.

Staff: Town Manager, Bill Shane.

I. Call to order.

The meeting was called to order at 6:00 p.m.

II. Approve Minutes of Prior Meeting.

III. Preliminary Discussion of Twin Brook Master Plan with Cynthia Orcutt.

The Committee members and Cynthia Orcutt began discussion of the current amenities at Twin Brook Recreation Facility and what future amenities were desired. The following items were identified as possible additions to the facility:

- Maintenance Space
- Bathroom Facilities
- Emergency Shelter(s)
- Concession Building
- Storage Space

The Committee and Ms. Orcutt discussed what utilities were currently available at the site, how to improve parking and traffic flow issues, how structures could be buffered to minimize visual impact, how to improve the aesthetics of the front parking lot area, how the reconstruction of playing fields will impact scheduling and what future development/non-development areas should be designated in the master plan.

Ms. Orcutt said she would begin work on a conceptual plan to be presented at the next meeting with the Committee.

There was some discussion regarding the signs at the entrances of both sides of Twin Brook and it was suggested that signs could be placed on Greely and Tuttle Roads that would let people know that they were approaching the facility. There was concern that people don't know it's there until they are almost past the entrances.

Bill Landis said that the usage fees had been collected and the Committee discussed the plans to rebuild one of the fields.

John Andrews asked if they needed to begin looking for new members and it was also suggested that the application for Twin Brook usage be posted on the website.

IV. Next Meeting.

The next meeting was set for January 26, 2006 at 6:00 p.m. at the Town Hall.

V. Adjournment.

The meeting was adjourned at 8:10 p.m. by unanimous consent.

Respectfully Submitted,

Nancy Stroud
Executive Secretary