



TOWN OF CUMBERLAND, MAINE
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**Twin Brook Advisory Committee
Meeting Minutes
March 6, 2007
Town Hall
6:00 P.M.**

Present: John Andrews, John Eldredge, Peter Gordon, Kay Fowler,
Glen Hutchins, Alan Kissack, Anne Witte and John Stroud

Staff: Bill Landis, Recreation Director and Bill Shane, Town Manager.

I. Call to order.

The meeting was called to order at 6:05 p.m.

II. Approve Minutes of Prior Meeting- Tabled

III. Discussion Regarding Fields Buildings & Lay-outs:

- Bill Landis presented the drawing and models prepared by John Kennedy of SME for the Committee's review. After discussion about the alternatives the committee by unanimous consent approved the field with **1.75% cross slope** toward the new parking lot known as **Alternate 1.**
- The Committee approved the **Parking Plan attached to Alternate 1.**
- The Committee approved the **Shelter Building Design** with the following conditions:
 - a. Make the loft door functional
 - b. Building exterior material and roof shingles to be approved at a future meeting
 - c. Natural looking building materials
 - d. Electrical outlets for winter ski waxing to be included in open area
 - e. Provide for some exterior tree planting to enhance the existing buffer area
 - f. Building location is approved as shown on plans

- The Committee approved the **Maintenance Building Design** with the following conditions:
 - a. Committee by majority consensus selected **Sketch Plan 1- 2/26/07**
 - b. Exterior color of metal building to be approved by committee.
 - c. Final interior to be worked out with Bill Landis and brought back to committee for endorsement
 - d. Interior rooms to be re-configured to include shower –eliminate break room
 - e. Insulation in building walls
 - f. Remove 3 parking areas from entrance to building- use rear of building
 - g. Remove pavement until 25’ from the front of building; choke down entrance into building yard; add plantings where previous 3 spaces were to better screen building; leave pavement around building per plan
- The Committee requested **both building incorporate** “Green Solutions” where practical for lighting, low volume flushes, etc.

IV. March 26, 2007 Public Hearing

- All Committee members are requested to attend the Public hearing.
- The committee asked the Town Manager to present the funding aspect of the project first and emphasize that the source of the funding is not the general fund but Rt 1 economic development monies approved in 1997.
- The Town Manager will prepare a Power Point for Chairman John Andrews to present to the Town Council. John Stroud’s power point will be incorporated into the slides for the presentation
- The Committee will be requesting of the Town Council :
 - a. Approval of the plans and building concepts
 - b. Authorization to begin Planning Board and DEP reviews
 - c. Authorization to begin plans and specifications for competitive bidding purposes
 - d. Authorization to develop a final budget for project with and Engineer’s Estimate
 - e. Return to the Town Council (Fall 2007) for authorization to begin bid process.

V. Next Meeting- Tentative: Tuesday, April 24, 2007 at 6:00 PM.

- a. Parking Plan
- b. Update Facility Use Plan- Discuss Shelter Uses

VI. Adjournment.

The meeting was adjourned at 8:00 p.m. by unanimous consent.

Respectfully Submitted,

William R. Shane, Town Manager