

**Twin Brook Advisory Committee
Meeting Minutes
June 5, 2007**

Meeting began at 7:00 PM

Present: John Andrews, Kay Fowler, Peter Gordon, Glenn Hutchins, John Stroud and Jeff Porter

Absent: John Eldredge, Alan Kissack, Anne Witte and Steve Moriarty

Staff: Bill Landis, Bill Shane and Brenda Stiffler

Item I. Approval of May 8, 2007 minutes

John Stroud moved to accept minutes – Vote: unanimous

Item II. Parking policy review and approval

Bill Shane reviewed Parking Plan Requirement language added to the policy. Jeff Porter said that in section “e” the word “exclusive” should be omitted from that section (~~*Exclusive*~~ Use of Park and charging a parking fee must be approved by Twin Brook Advisory Committee), and in section “f” the words “and/or his designee” should be added after Chief of Police (Parking Plan and Permit must be completed and signed by the Chief of Police *or his designee* prior to the Committees approval of the event). Committee agreed to bring this item to the Town Council for approval, with the above changes. There was discussion regarding the problem of parking along the park entrance. The committee agreed to make a recommendation to the Town Council to make the entrance, up to the first lot, a “No Parking/ Fire Lane/Tow Away Zone”.

Item III. Parking permit application review

Permit was reviewed by committee and accepted with no changes. Glenn Hutchins suggested taking a security deposit or use of restroom facility fee for large groups, refundable upon inspection.

Moved by John Andrews to forward these items to Town Council for approval – Vote: unanimous.

Item V. Update on DEP permitting

Bill Landis said that everything has been submitted to the DEP and is hopeful that he will hear back by late August/early September. Planning Board meeting went well. They liked the plan and will do a site walk late June/early July. The only negative comment was the metal building; they would prefer a wood façade on the visible part of the building.

Item VI. Other Business

Peter Gordon said that he was appalled by the damage that horses have done to the trails. Suggested marking the trails with allowed uses or a sign at the entrance of the park listing allowed uses of trails.

Item VII. Future meetings and adjournment

Next Meeting - July 10, 2007 at 7:00 PM – Town Hall

Adjournment – 8:05 PM

Respectfully Submitted,

Brenda Stiffler

Executive Assistant