

Approved: January 21, 2025

**TOWN OF GIBRALTAR
PARKS AND LANDS COMMITTEE MINUTES
GIBRALTAR TOWN CENTER
TUESDAY, NOVEMBER 19, 2024
8:00 A.M.**

Call to Order: Chair Buske called the meeting to order at 8:00 a.m.

Roll call/Quorum: Present: Laurie Buske, John Lancaster, Patty Dixon, Andrea Kinsey-Jauquet (arrived at 8:02 a.m.) and Jayson Merkel. Absent: None. Also Present: Administrator Travis Thyssen and Theresa Cain-Bieri.

Proper Notice/Adopt Agenda: Buske confirmed the agenda had been properly noticed. *Motion: (Merkel/Lancaster) to adopt the agenda as posted. Carried.*

Approve Minutes of Previous Meeting(s): *Motion: (Merkel/Lancaster) to approve September 17, 2024 minutes as written. Carried.*

Public Comment: Administrator reported on email received from Mitch Larson regarding Holiday Lighting. Will be addressed under Line Item 8. on the agenda.

Reports:

Invasive Species: No report.

Gardens: Buske reported that the fall display has been pulled out and winter display is in the works.

Chair: Buske reported the flagpole parts for the flag at the Old Town Hall are in but this will most likely be a spring project. She also reported the trees at Clark and Noble Parks have been planted. Sign touch up and boat trailer parking signs are completed. Cemetery treatments were put off until spring due to drought conditions.

Lighthouse: Sharon and Leon provided a detailed written report which included information on the total number of visitors for 2024 season, maintenance updates including painting and picnic tables, outside and inside building repair/restoration, winter projects and closing of the lighthouse for the 2024 season as well as the status of solar system. The solar system will be addressed in further detail under Line-Item 10 on the agenda. Thyssen asked about the cistern liner.

Clark Park: Buske reported she is working with Bridenhagen to find a rock for the cage. No action by Committee at this time.

Holiday Lights: Buske shared request from Mitch Larson to have lights on for Thanksgiving weekend. Copy of letter is in packet. Buske advised she talked to Meredith at White Gull, Joni Witalison at Top of the Hill Shops and Bob Speilman at Hat Head. They would be excited to have snowflakes on for Thanksgiving weekend. They are not pushing for everything to be on so as not to distract from the tree lighting. There are also people who would like snowflakes to stay on longer into February. Thyssen advised VFC would also like them lit for Thanksgiving weekend.

Committee members discussed timing and duration of lit snowflakes based upon community feedback. Also discussed funding available to replace burnt out bulbs and labor costs associated with replacing bulbs. Maintenance schedule for snowflakes and bulbs was discussed. Thyssen suggested discussing maintenance schedule over the winter. Buske advised Holiday Committee gave Holiday Lighting to Parks and Lands because they felt they accomplished what they wanted to do. *Motion (Buske/Kinsey-Jauquet) to turn on holiday lights for Thanksgiving weekend and turn them off the following Monday and then turn them back on that Friday and leave them on until the Monday after Valentines Day. Lancaster aye, Buske aye, Kinsey-Jauquet aye, Ward nay, Dixon nay. Carried.*

Goals: The Committee reviewed and discussed their 5-year goals, which remain ongoing.

Chambers Island solar panel: Committee reviewed estimates for purchase of solar system from Sharon Zellner. Timing of battery purchase was discussed. Discussions regarding installation of system. Office needs to know exactly what to order. *Motion (Merke/Lancaster) to accept quote for solar system not to exceed \$5,000 with all supplies and materials. Carried.* Merkel will help shop batteries.

Waterfront property: Thyssen reported on the status of the Holiday Harbor cottages. Three bids were received, one for each cottage and three bids were awarded. Utilities have been disconnected and buildings can be moved at any time. Must be removed by April 15, 2025 per contract. He also reported that Sanitary has been advised it cannot pump water into system at dock.

Administrator Update, Maintenance Concerns: Buske commented on tile work on roof at Town Center and debris that fell on bench and asked for benches to be cleaned. Thyssen reported on status of closing on Fish Creek Park expansion. Waiting for approval from NOAA. He also reported on status of CIF grant to connect lower and upper bluff. Thyssen confirmed tree removal by Hide Side.

Schedule Next Meeting: January 21, 2025.

Adjourn: *Motion: (Kinsey-Jauquet/ Buske) to adjourn at 8:59 a.m. Carried.*

Respectfully Submitted,

Laura Reetz, Clerk