

**Minutes**  
**Alton Parks and Recreation Commission**  
**March 3, 2016**  
**A.V.A.S. Building, 6:30pm**

Members Present: William Lionetta, Jonathan Downing, Phil Wittmann, and Kristin Thomas.

Public: Nancy Downing

Staff Present: Kellie Troendle

***Call to Order***

The Meeting was called to order at 6:35pm by W. Lionetta.

***Approval of Agenda***

P. Wittmann made a motion to approve the Agenda as presented; motion was seconded by K. Thomas and passed.

***Approval of Minutes***

K. Thomas made a motion to accept the Minutes of January 21, 2016 as presented; motion was seconded by W. Lionetta and passed.

***Old Business***

Barbershoppers Event- The Commission stated that there is a verbal agreement with the Barbershoppers and the event will take place the weekend of August 19-21, 2016. K. Troendle confirmed that PMHS was approved and the Alton Bay Community Center and Alton Bay Bandstand have been reserved for the Barbershoppers events. J. Downing recommended that a meeting be held with the Barbershoppers to iron out the details and responsibilities of the weekend events and finalize the written contract.

Work Group with AYL- J. Downing reported that he, Nancy Downing and K. Troendle met with Bill Curtin and Shawn and Kristin Thomas to discuss the Jones Field current layout and future plans. J. Downing noted that Alton is a member of the Lakes Region Planning Commission and can receive assistance for projects from the organization. The LRPC will provide eight hours of consulting services then will charge competitive rates for additional hours worked. J. Downing and K. Troendle will meet with Daniel Calister from LRPC at a future time.

Warrant Article for Jones Field- K. Troendle reported that she spoke at the Deliberative Session in support of the Warrant Article for Jones Field for the engineering consultant to develop a plan to upgrade and expand the Jones Field Recreation facility. K. Troendle informed the Commission that the Board of Selectmen did not recommend the article and there were questions from the residents about how much space there is for expansion. It was discussed that there is approximately 40 acres in total at the Jones Field site, but some of the land is not conducive for expansion because of wetlands.

J. Downing stated that the \$20,000 request was accurate and the project would be sent out to bid if approved by the voters. J. Downing stated that he would have liked the support of the Board of Selectmen with the Jones Field project. P. Wittmann stated that he informed the Commission at the last meeting that the Board of Selectmen may not support the article and the reasoning was because more site work and surveying may be needed. There was conversation about the amount of volunteer work already spent on the plans, specifically the work that was donated by N. Downing, and that funding and support is needed in order to proceed with the project. The Commission discussed the Dahl property off of Rte. 28 and agreed that the Jones Field site is the most central and convenient for the residents.

Master Park Plan- K. Troendle reported that two kiosks were built and time is needed to install them and put the shingles on the roof. J. Downing suggested installing the kiosks at the two ends of Jones Field. The Commission discussed putting a basic map of the Master Plan on the kiosk and identifying trails. J. Downing suggested there be a contest to name the trail from Alton Bay to Alton. Other locations where kiosks are needed are at Liberty Tree Park and Railroad Square Park. K. Troendle reported that when the Cemetery Department worker is assigned to the PR Department, they will be assigned the kiosk building task. The plan is to build two kiosks per year.

Basketball 2016- K. Troendle reported there were 66 participants in basketball which is less than 2014/2015; normal enrollment is 100-105 players. The Basketball program ran for 8 weeks and the 5&6 grade players had 7 or 8 practices during the season. K. Troendle noted there is limited gym time and the skill level of Alton is less than the surrounding Towns who have more gym time and more practices. K. Troendle asked for feedback on planning for the 2016/2017 Basketball program. The 2015/2016 Basketball program lost approximately \$323.00. Expenses were: officials and timer, paid camp staff that were PMHS students, and uniform shirts. K. Troendle stated that a new Camp Director is needed for 2016/2017 because the volunteer no longer has children in the 1&2 grade level. The Commission noted the benefits of the program for participants and the costs involved. The Commission discussed increasing the fee to cover the expected costs. W. Lionetta made a motion to increase the fee by \$5.00 for the basketball program for 2016/2017; motion was seconded by J. Downing and passed.

### ***New Business***

PMHS Student- Music Scholarship- The Commission discussed the \$500.00 scholarship to a PMHS Music Student. The Commission recommended that K. Troendle contact the Guidance Department at PMHS and set up the scholarship application and guidelines.

Brett Lamper Soccer Fund- K. Troendle reported that the Lamper family, who coached soccer for over ten years, set up a fund in memory of their son. The Brett Lamper Soccer Fund is being maintained by the Town Treasurer and monies will be spent on Soccer Program items only to include: player scholarships, uniform shirts, scrimmage vests, balls, bags, first aid supplies, nets, goals, cones, and other needed equipment.

Open Gym- K. Troendle reported that the Parks and Recreation Department is planning to co-sponsor an Open Gym at PMHS on Saturday, March 19 from 9-11am with proceeds to benefit the PTSA.

Summer Camp- K. Troendle reported that she is still looking for a Summer Camp Director for the proposed two week Summer Camp. K. Troendle stated the position has a lot of responsibility and a qualified, trained adult is needed. The Commission noted the need to find the right person and to have sufficient registration in order to run the program.

Summer Staff- The Department is hiring three Lifeguards (two at 40 hours per week, one at 32 hours per week), one summer maintenance staff at 40 hours per week and one summer office clerk for 20 hours per week.

### *Other*

Director's Report- J. Downing stated he would like to be more involved in the maintenance aspect of the Parks and Recreation Department and asked for a Director's Report each month with information about the Department tasks completed. K. Troendle reported that the Maintenance Department is doing well with the two new hires. The staff is requesting new equipment to aid in the performance of their job and to increase their efficiency. Staff is recommending a Billy Goat leaf vacuum and a small sander to sand small parking lots and sidewalks. J. Downing stated he has suggestions for additional maintenance projects to include trail blazing, clearing underbrush and installation of the stone dust path. K. Troendle reported she met with the new Town Administrator, Elizabeth Dionne, and provided a tour of the Parks and Recreation and Grounds and Maintenance facilities and buildings maintained by the Department. K. Troendle informed the Commission that two vehicles will not pass inspection at the end of March: the 2006 Ford F250 and the 2007 Ford Expedition. The Commission discussed including the purchase of new vehicles in a Capital Improvement Plan.

5K Race Agreement- K. Troendle reported that the race agreement for the 5K Race is \$1,320.00 with Granite State Race Services. The invoice would be paid following the race.

Egg Hunt- The Department is co-sponsoring the annual Egg Hunt with Barnstead Parks and Recreation. The Hunt will be Saturday, March 26 at PMHS with participants divided by age, hunting at different times. Start time is 8:30am for registration. Activities will include: Easter Bunny, Face Painting and Games.

Co-Ed Adult Softball League- 4 teams are signed up for the Adult Softball Program.

Summer Programs- J. Downing suggested offering a program at the B&M Railroad Park and using the buildings and park area. Suggestions included: Crafts and Rock Art- making animal tracks, etc. The program could run 10am-12noon one day a week for four weeks.

Park of the Month- J. Downing suggested articles be written for B&M Park, Jones Field, Liberty Tree Park and Harmony Park (published in August). J. Downing offered to be interviewed for article content information.

*Fish and Game-* J. Downing suggested that K. Troendle contact the Fish and Game Department in regard to upgrades to the Downings Landing facility, and the Town's interest in working together with the Fish and Game Department to provide a walkway/ADA accessible sidewalk to Harmony Park through the Fish and Game property.

*Adjournment*

K. Thomas made a motion to adjourn the meeting at 8:07pm; motion was seconded by P. Wittmann and passed. **The next meeting is scheduled for Thursday, April 7, 2016 at 6:30pm at AVAS.**

*Respectfully submitted,*

*Kellie Troendle, Certified Park and Recreation Professional  
Parks and Recreation Director*

APPROVED