

Minutes
Alton Parks and Recreation Commission
April 14, 2016
Jones Field, 4:45pm

Members Present: Jonathan Downing, William Lionetta, Kristin Thomas, and Elizabeth Shelton.

Public: Shawn Thomas, Bill Cox, Angela Therrien, Derrick Pappaceno, and Ed Casaccio.

Staff Present: Kellie Troendle

Call to Order

The Meeting was called to order at 4:55pm by Chairman J. Downing.

Site Visit at Jones Field

The Commission met with the Alton Youth League in regard to fencing and dugout placement. 40' of fencing, 8' tall from the backstop to each side of the field, total of 80' was recommended. The portable, removal dugouts with benches and spectator bleachers would be behind the fencing. The location of the on deck circle would be moved away from the backstop on each side of the field. The home plate location was suggested to be moved back to 25' from the back stop, per AYL field guidelines, which will push the bases out and make the field shorter with the Adult Softball fence. There would be greater access behind the dugouts with approximately 7-8' clearance to the green monster instead of the 2' that was there before. The proposed layout would increase the level of safety at the facility for players and fans. The Commission reviewed three quotes received for the fencing: Superior Fence for \$2,680; American Fence for \$3,300 and \$3,576 to include bottom rails; and Fences Unlimited for \$3,492. There was discussion about the quality of Superior Fence and it was noted Superior Fence is a local contractor and Town resident that did other fencing projects at Jones Field and the work has held up well. The Renner family is donating fence for the face of the dugouts and the AYL will provide the labor to install the dugout fencing. J. Downing asked for further discussion, there was none. K. Thomas made a motion to appropriate \$2,680 from the Recreation Revolving Fund, to pay Superior Fence to install the fencing as described in their quote, motion was seconded by E. Shelton and passed.

The Commission discussed the location of the container to be delivered this weekend (AYL will paint the back side of the Green Monster and container this weekend the same color green- paint is approved for metal and wood). It was noted by J. Downing that the storage container is temporary.

The Commission discussed the batting cage and the AYL said that a net was going to be supplied for the batting cage. Further discussion was had on the placement of a concession stand and relocation of the batting cage in the future.

The Commission discussed water access to the field and the need for a key to the gate to access the field for maintenance. The Water Department is working on getting a gate key for the maintenance staff to access the field.

The Commission discussed placement of one kiosk by the entrance to the bridge at Jones Field, in front of the portable toilets, and a second kiosk to be placed by the rear access gate. The kiosk will have park and trail information with a map provided by the LRPC. The Merrymeeting River Trail- from Alton Bay to Liberty Tree Park with trail markers- identifying the marsh area, Railroad bed to Baker Bay and identifying the trail to Liberty Tree Park and back. It was noted the pedestrian area should have signage saying, "Welcome" noting that pedestrian traffic is welcome with copies of maps. Stone dust trails are recommended.

Approval of Agenda

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

Approval of Minutes

K. Thomas made a motion to approve the Minutes of April 7, 2016 as presented; motion was seconded by W. Lionetta and passed.

Old Business

Summer Camp- The Commission discussed the option of providing early drop off hours for the Summer Camp program. The Commission agreed to open the camp at 7:30am-9:00am for early drop off for \$15 pp per day with a minimum of four participants needed to offer the extra hours. The option would not be advertised but would be available if people request it.

New Business

Sophie C Trip- K. Troendle said a resident suggested offering a trip on the Sophie C as a program through Parks and Recreation. The Commission discussed that there is no cost savings or a reservation for Alton residents only so people can just make reservations on their own without it being a Town sponsored program. The Commission noted that a section could be added into the Summer Brochure listing things to do in Alton/Lakes Region and include the Sophie C in that information.

Recreation Revolving Fund- The AYL is in the process of designing and getting estimates for the cost of the portable dugouts at Jones Field. The Commission will discuss the expense at a future meeting. The Commission discussed manpower needed to clear the Merrymeeting River Trail and the associated costs of labor/materials. E. Shelton made a motion to approve funds from the Recreation Revolving Fund for 80 hours of labor (\$1,910) and stone dust, to pay for Trail work on the Merrymeeting River Trail, under the direction of the PRC chairman; motion was seconded by K. Thomas and passed. The Commission approved \$25 for the background check for L. Argue. The Commission did not approve the purchase of gift certificates for the Pickleball volunteers but noted that they can attend the program without charge for their volunteer contribution.

Director's Report- The Commission will review the April 7, 2016 PRC meeting report at the May 19, 2016 meeting. Some highlights reviewed were the status of the custodian vehicle. The Director

reported that the Department is looking for a van again. There was confusion because the Department had found a van but the BOS preferred a 4 wheel drive vehicle, a 4 wheel drive vehicle was found and the Town mechanic recommended that the purchase of a van would be more conducive to the custodians work. The Department is currently looking for a van under \$5,000 without rust or rocker panel issues. K. Troendle stated she was informed that the Trustees of Trust Funds voted that the Maintenance Equipment Capital Reserve Fund can be used for the purchase of vehicles.

Summer Brochure Dedications- K. Troendle reported that Paul Richardson and Brett Lamper will be recognized in the 2016 Summer Brochure for their positive contributions to the Alton community.

Other

Volunteer Recognition- The Commission suggested a volunteer recognition reception be sponsored by the PRC to thank and recognize Alton volunteers for their contributions to Town programs and events. Topic to be discussed at a future meeting.

Alton Bay Plan- K. Troendle reported that she contacted the Highway Department following the PRC meeting to get a copy of the Alton Bay Parking Lot plan and more information about the project to answer the questions posed by residents during Public Input on April 7. K. Roberts, Highway Agent, said he thought the PR Department knew about the project. K. Roberts said there was no plan but that 4 parking spaces were removed and grass was going to be installed for people to sit on during band concerts, also raised curbing would be in place. K. Roberts said the certified 5K Race finish line should not be affected because runners would run into the parking lot in front of the bandstand. K. Roberts said the traffic will still be 2-way and a cross walk would remain in front of the bandstand. K. Roberts provided a copy of a hand drawn map and the map was reviewed by the Commission. J. Downing asked if the project could be put on hold until the Commission could review the layout and set up. The Commission said the project should have been presented to them for input and comments and how the changes would affect programming and mowing in Alton Bay. The Commission wanted to know who made the decision to remove the four parking spaces and install grass; where is the funding coming from for this work; and how is the grass going to be watered. The Commission discussed the Garden Club coming before the PRC in regard to the islands and tree/flower planting and the Bandstand redesign. The Commission said they have concerns and would like to be able to offer their input.

J. Downing said Fish and Game was contacted about the sidewalk extension toward the Town Beach. Fish and Game has specific questions about the right of way and boundary markers and J. Downing will address them with Fish and Game since he has that information.

E. Shelton stated that she is going to the Board of Selectmen meeting on April 18 to speak at public input about the Commission's position/recommendation of the Alton Bay sidewalk project.

Lakes Region Planning Commission Meeting- J. Downing informed the Commission that the LRPC will be putting together a trail map, at no cost to the Town, with a blow up of each park on an overall plan. J. Downing also stated that Transportation grants are available and the MMR Trail is a good candidate for grant funding.

Cemetery Department- J. Downing suggested that the Board of Selectmen appoint cemetery trustees if the current trustees are not able to complete the work. J. Downing said that the Cemetery Department should not be part of Parks and Recreation. J. Downing said the Commission should have a meeting/discussion with the Board of Selectmen in regard to the Cemetery Department before a decision is made in regard to the Cemetery Department changes.

Adjournment

K. Thomas made a motion to adjourn the meeting at 5:55pm; motion was seconded by E. Shelton and passed. **The next meeting is scheduled for Thursday, May 19 at 6:30pm at AVAS.**

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

APPROVED