

Minutes
Alton Parks and Recreation Commission
January 24, 2019
6:30pm, Pearson Road Community Center

Members Present: Elizabeth Shelton, Ruth Arsenault, Everett Clark, Kristin Thomas

BOS Representative: P. Wittmann

Staff Present: Kellie Troendle-Parks and Recreation Director

Call to Order

The meeting was called to order at 6:30pm by Chairwoman, E. Shelton.

Approval of Agenda

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

Approval of Minutes

E. Clark made a motion to approve the Minutes of November 28, 2018 as written; motion was seconded by R. Arsenault and passed. K. Thomas abstained from the vote, as she was not present at the meeting.

Public Input (limited to 3 minutes per person- agenda items only)

There was no public input.

Old Business

Quannippi Trail Signage- K. Troendle reported that the Town is still waiting for a proof and estimate from Todd McKinney for the trail signs. It was also noted that the locations of the trail signs will need approval by DOT and cleared with Dig Safe before installation.

Light Up Night- Light Up Night was held on Saturday, December 1, 2018 from 5:00pm-7:30pm. Events included: Santa and a kid's craft at Town Hall, Holiday Hayride sponsored by Alton Home and Lumber with a resident providing music, Caroling, Jon Taber providing live- seasonal music outside Town Hall, Tree Lighting at Ginny Douglas Park, and the PMHS Choral performance at the Community Church. Many volunteers and organizations helped make the program possible. The Alton Bay Christian Conference Center offered to host cookies and hot chocolate next year. It was discussed to have additional lights at the B&M Park and luminaries on the John Racine Memorial Trail to Ginny Douglas Park. A community holiday light contest on Main Street was also discussed and coordinating the event with the "All in for Alton" organization.

New Business

Jones Field Loop Trail- The Commission discussed the email submission from Jonathan Downing requesting funding for trail maintenance of the Jones Field Loop Trail from the proceeds of the Barbershopper's program, which totals \$1,470.03- \$1,000.00 was already designated to be spent on the Quannippi Trail signage- the available balance would be \$470.03. The Commission discussed the condition of the Jones Field Loop Trail and noted their previous discussion about the large amount of work needed and their decision that volunteers could work on the project. It was further discussed that the Commission is still working on the Quannippi Trail, and they would like to complete that project in its entirety before starting additional projects and to keep money reserved for its upkeep of signs, maps and continual maintenance. It was the consensus of the Commission to not approve the request for funding the Jones Field Loop Trail.

Winter Fun Event- The Commission discussed the Winter Fun Event planned for Saturday, February 16, 2019 from 4-6pm. The events will include: a bonfire with snacks; ice skating; snow shoeing and cross country skiing. Skates collected from the Skate Swap will be available for exchange at the event. E. Shelton suggested contacting the school bands to see if they would like to play music. The event will be advertised in the newspaper and on social media.

Egg Hunt- The Commission discussed sponsoring an Alton Community Egg Hunt on Saturday, April 13, 2019 at B&M Park with staggered start times for different age groups. The park would be sectioned off for the hunt by age groups.

Upcoming Seasonal Programs/Special Events- K. Troendle presented ideas for upcoming programs including: Teen Expedition Camp; Beach Yoga; Beach Volleyball; Community Fishing Pier; Back Yard Games; Beach Bonfire and Singalong; Band Concerts; Summer Camps; Paint Night; Hiking Group; and more.

Recreation Revolving Fund Request- K. Troendle requested that the following expenses be approved from the Recreation Revolving Fund to pay for 2019 programs: \$5,704 for the administrative staff wages for programs and park planning, and \$347.00 for recertification fees for AFAA group exercise certification. In 2018 exercise classes brought in \$1,755.40. The Revolving Fund account balance before the 2018 expenses as of November 30, 2018 was \$77,404.96. The requested expenses are offset with program revenue. K. Thomas made a motion to approve the request as presented, motion was seconded by E. Clark and passed.

Director's Report- The Commission reviewed the Director's Report as presented for December 2018-January 2019. K. Troendle noted that at the Northern New England Conference she attended the theme was motivating and a reminder of what recreation is for- it's for the greater good of the community and in improvement in the quality of life, with the goal of making Alton a community that is not just surviving, but thriving with their community resources and programs and resident involvement.

Alton Parks and Recreation Department
Director's Report
Dec. 2018-Jan. 2019

- Quannippi Trail Signs- waiting for the proof from vendor
- Meeting with Rec Facility Study Committee
- Meeting with Budget Committee
- Meetings with Board of Selectmen
- Scheduling events for Light Up Night
- Administrative Assistant new hire preparation
- Office Organization
- Attended NNE Conference
- Preparation for Outdoor Winter Fun Event (fire permit, volunteers, supplies)
- 2018 Town Report
- Revs United Rec Soccer Program feedback
- Program Planning: 2019 Summer Concerts; Beach Bonfire and Singalong; Teen Expedition- ages 11-14; Winnepesaukee Summer Camp- ages 7-11; Wicked Cool for Kids Camp- grades K-5; Sunset Yoga; Waves Yoga- ages 11-14; Community Fishing Pier; Community Garden; Beach Volleyball ages 11-14 and 15 and up; Backyard Games at B&M Park (Bocce and Horseshoes ongoing each week with featured event each week: Badminton, Bottle Bash/Frisbee, Corn Hole and Croquet ; Sandcastle/sculpture Event; Paint Night; Bird Watching Club; 4,000' Hiking group; Frisbee Golf; Sewing Lessons; Nature Photography Class; Historical Walking Tour of Alton
- Filing/phone calls/email correspondence
- Press Releases
- Purchased needed supplies for Department/Events
- Process Community Center Rentals

Other-

Recreational Sports Programs- The Commission discussed conducting a survey to receive feedback from coaches and families about their experience with the Revs United Soccer Program and to hear how the partnership is working and if changes are needed.

Castleberry Craft Fair- The Commission asked for information on the status of the Castleberry Craft Fair event. K. Troendle provided the following summary: Castleberry Craft Fair sponsored a Craft Fair at the Railroad Square Park and Alton Bay Community Center in July and September 2018. Following the September Fair, it was noticed that there were damages to Town property/park grass and markings on the park grass; benches and picnic tables were moved; the boardwalk and decking had markings that were not removed; there was an oil spill that effected the grass and light pole; the community center building was not cleaned, and several other items. The Town Administrator asked for a report of all the items that needed attention, and recommendations on how to minimize damage to Town property. K. Troendle supplied a report and alternative options to have the Craft Fair and reduce damage and costs to Alton taxpayers. The \$4,000.00 security deposit was offered as a suggestion if an outside contractor were to hydro seed and restore the grass. That was an option, as

was to make no changes. Currently the Town and Castleberry and working together to negotiate a fair contract and protect the Town from damage/additional expenses caused by renting out the Town property.

Alton Bay Parking for Lifeguards- R. Arsenault suggested providing a parking space for the Town of Alton Lifeguards during their summer season so they have parking when changing locations from the Town Beach to the Swim Dock. The incentive stipend for returning Lifeguards was also discussed, and it is currently in the proposed 2019 Town Budget.

Public Input II (limited to 5 minutes per person on any Governmental/Town Business)

There was no public input.

Adjournment

K. Thomas made a motion to adjourn the meeting at 7:45pm; motion was seconded by R. Arsenault and passed. **The next meeting is scheduled for Tuesday, February 19, 2019 at 6:30pm at the Pearson Road Community Center.**

Respectfully submitted,

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