

**Minutes
Alton Parks and Recreation Commission
February 11, 2020
6:30pm, Pearson Road Community Center**

PLEASE NOTE- Due to the COVID Pandemic, the Alton Parks and Recreation Commission was not able to meet following this meeting until June 2021. There were no meetings held from February 11, 2020-May 2021.

Members Present: Elizabeth Shelton, Everett Clark, Kristin Thomas

Alternate Member Present: Ken Roberts

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

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

Approval of Minutes

E. Shelton made a motion to approve the Minutes of November 19, 2019 as presented, motion was seconded by K. Roberts and passed.

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

There was no public input.

Old Business

Light Up Night- E. Shelton noted the Festival of Trees Event at the Museum was well organized and well attend, and she was in favor of the ABA sponsoring the program again. K. Troendle reported the Light Up Night events went well, and the program was successful with many organizations and volunteers contributing to the community celebration.

Request for installation of dedication plaque at Jones Field- The Commission reviewed the request from Nick Moulton to install a 12"x18" dedication plaque comprised of a metal post and metal tablet with the inscription, "Honors and tributes to the vision and efforts of Jack B. Baggaley and Jeffrey A. Moulton whose love for baseball and dedication to youth sports helped create this little field of dreams." The plaque is requested to be placed near the entrance to the field adjacent to the concession stand. The Commission discussed the old concession stand location versus the new concession stand location, and noted that the location would need to be confirmed before installation. K. Roberts stated there are underground electrical lines that are buried at the park, and caution and Town

supervision would be needed for the installation and location decision. The present Commission members were not on the Commission at the time of the construction of the Little Fenway Park Project, and could not comment on the history of volunteerism and the park's vision. K. Thomas and K. Troendle confirmed that Mr. Baggaley and Mr. Moulton were the originators and builders of the project and Little Fenway Park was their vision. It was also noted Nick Moulton would provide all materials, installation, maintenance, etc. at his own expense for the installation of the plaque. The Commission said they want the project done correctly, and they support Mr. Moulton's request to have a plaque installed at Jones Field as presented. Further, the Commission stated the location should be determined and confirmed by the Parks and Recreation Director because of their concern of the buried electrical lines. Along the fence was suggested, it was noted the dedication plaque to Jones is located along the fence line by the bridge entrance, and the new plaque would not be able to go in that location.

Jones Field- Winter Access for Snowmobiles- K. Troendle explained that a large rock was placed at an access point at the beginning of the Jones Field Loop trail, and she was asked to have the rock removed by Virginia Bergeron, president of the Mt. Major Snowmobile Club, so snowmobiles can access the trail. After research it was discovered that the Water Department placed the rock at the trail location in order to prevent open access to the well radius which is within the Jones Field park. K. Troendle said she spoke to the Club and informed them that snow fence was required to be installed in order to use the trail as agreed upon by the Town. The Mt. Major Snowmobile Club stated that they put up wooden stakes with flag tape and signage to keep machines on the trail. The Club said snow fence is too expensive and they were not going to put it up, they said they used signage and stakes with flag tape and the Club said that should suffice. The Commission discussed the importance of protecting the Jones Field turf and stone dust trail, and the enormous amount of work that has recently been completed at the field. Also, the well access is a serious matter, and government rules are in place protecting the Town's water supply. K. Roberts made a motion to uphold the previous recommendation of the Parks and Recreation Commission, and decision of the Board of Selectmen, to grant access for the Mt. Major Snowmobile Club through Jones Field upon the Club meeting the conditions of use which included that snow fence be installed and removed by the club with signage along the route indicating the trail. Motion was seconded by E. Clark and passed. The Parks and Recreation Commission stated snow fence blocking access to the grass at Jones Field was a condition of use and will need to be installed in order for the snowmobiles to use the access trail. A memo will be sent to the Town Administrator/Board of Selectmen with the recommendation.

Quannippi Trail: Punch List and Ribbon Cutting Ceremony- The Commission reviewed the draft copy of the QT brochure as presented by the Downings. \$596.00 is the balance that would be available for printing brochures. The members offered feedback on addressing the following items in regard to the draft brochure: the size of the three maps on the inside of the brochure are small and it is difficult to read the legend/maps; the kiosk locations can be added to the map so users can view the full maps up close and take a photo of them to use on their cell phone; the trail project with "All in For Alton" can be tied in; a QR code can be added to bring up Alton maps and other trail locations/maps; addressing the parking at Liberty Tree Park indicating that parking is across the street at Mill Pond; adding that Fish and Game laws should be obeyed when fishing in the MMR; the Fish and Game dam property needs to be addressed and use approved and confirmed before it can be added onto the brochure; inviting users to use the trail for biking was not recommended because of

the route going on sidewalks and not a true bike trail; cyanobacteria should be addressed with paddlers and fishing in Mill Pond at the MMR- caution is needed when using these waterbodies; there could be a zoom in of the start and end points of the trail instead of the small maps; the brochure foldable size, use of trail arrow, and overall brochure layout were complimented as well done. Commission members will look over the brochure in more detail and offer comments at the next meeting.

New Business

March Madness Bracket Challenge- The Commission discussed a program idea to offer a March Madness College Basketball Bracket Challenge where participants would pick their teams and compete for a grand prize. The purpose of the program is to bring people together to talk about a common interest. The challenge would be free and open to all ages and all people. Children, parents, siblings, grandparents, people of all ages and home towns can complete against each other. Users would register through a link on a website and the website would calculate the standings. People could view their status online. Simple rules would be applied. K. Thomas made a motion to go forward with the March Madness Bracket Challenge as presented with a \$100.00 Dick's Sporting Goods gift card as the grand prize, motion was seconded by E. Clark and passed.

Art Classes- K. Troendle reported the Department is working with a local artist to offer a variety of art classes each month and also a summer camp art session, and an Art Studio Camp for children.

Spring/Summer Program Ideas- K. Troendle reported a list of possible spring/summer program ideas that the Department is currently working on: Egg Hunt; Concerts; Swim Lessons; Tennis Lessons; Corn Hole League; Mini-Golf League; Cooking Classes; Hike Alton Trails; Online Scavenger Hunt Challenge; Summer Camp; Wicked Cool Science Camps; Beach Bonfire and Singalong; Pre-K Art Program; Art Classes; 5K Race; Craft Fair; Line Dancing and more.

Recreation Revolving Fund Request- K. Troendle requested that the following expenses be approved from the Recreation Revolving Fund: \$134.84 for Pickleball (painter's tape- (2) 16-roll pack 24); \$39.96 for Spotify (4 months of music for programs); \$137.50 for PMHS janitor for Barbershopper Event; \$100.00 for March Madness Program Dick's Sporting Goods gift card prize; \$6,162.52 for Administrative Assistant 2020 Salary for programs/projects (7 hours per week x \$16.93 per hour x 52 weeks). Total for all is \$6,574.82. K. Thomas made a motion to approve the request as presented, motion was seconded by K. Roberts and passed.

Director's Report- The Commission reviewed the Director's Report as presented:

Director's Report December 2019 & January 2020

- Light Up Night Event
- Ice Skate Swap Program
- Employee Evaluations

- Program planning for 2020
- NNE Conference
- 2019 Town Report
- 2020 Town Warrant Articles
- 2020 Milfoil Grant administration
- Help wanted Ads for seasonal positions
- Meeting with Board of Selectmen- Jones Field Dugouts
- Meetings with the Town Administrator
- Meetings- Community Recreation Project Committee
- Meeting and Minutes of Parks and Recreation Commission
- Meetings with Staff on tasks/projects/Mill Pond Skating Rink
- Recreation Property Use Rules/Regulations- editing
- Creation of Staff Work Orders
- Process deposits to Town Treasurer
- Filing/phone calls/email correspondence
- Press Releases
- Purchased needed supplies for Department/Events
- Process Community Center and Town Facility Rentals
- Grounds and Maintenance and Cemetery Department tasks/projects

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 K. Roberts and passed. **The next meeting is scheduled for Tuesday, May 12, 2020 at 6:30pm at the Pearson Road Community Center.**

Respectfully submitted,

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