

**Minutes**  
**Alton Parks and Recreation Commission**  
**March 23, 2017**  
**6:30pm at Alton Town Hall**

Members Present: Jonathan Downing, Phil Wittmann, Nancy Downing, Kristin Thomas and Elizabeth Shelton

Staff Present: Kellie Troendle

***Call to Order***

The meeting was called to order at 6:30pm by Chairman, J. Downing.

***Approval of Agenda***

J. Downing made a motion to approve the Agenda as amended, to include selection of Commission officers; motion was seconded by N. Downing and passed.

***Approval of Minutes***

E. Shelton made a motion to approve the Minutes of February 23, 2017 as written; motion was seconded by N. Downing and passed. K. Thomas abstained from the vote due to not being present at the 2/23/17 meeting.

***Old Business***

2017 Summer Camps/Programs K. Troendle reported that three weeks of summer camp are planned at the Alton Bay Community Center from 9am-4pm: June 26-30; July 10-14 and July 31-August 4. The Timbernook Summer Camp program is scheduled for August 7-11 at Levey Park from 9-3pm. The Play Soccer Camp is scheduled for July 24-28 at Jones Field. There are options for a half day and a full day program. The Department is sponsoring five weeks of camps this summer. Alton Central School has advertised a Summer Camp program July 17-21 and July 24-28. Alton children will have many camp opportunities to choose from this summer. K. Troendle noted a friendship with one of the applicants for the Summer Camp position. Where Alton is a small Town, many people are related in some manner or are acquaintances. The Commission advised that there is no nepotism because the applicant is not related to the Director, and K. Troendle would not be directly supervising that person or position. K. Troendle noted an Essential Oils class is planned as a summer program.

***New Business***

Recreation Revolving Fund- K. Troendle requested \$43.54 be reimbursed to D. Quann for Pickleball Program expenses (6 Pickleballs and 6 rolls of blue tape). E. Shelton made a motion to approve the expenses as presented; motion was seconded by E. Shelton and passed.

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

- Milfoil: DES Grant Application; Solitude Lake Management and AB Aquatics Award letters

- Interviews for summer staff
- Summer Camp Trips/program planning
- Election set up/planning
- Staff Meetings
- WSRR Painting- floor
- ABCC Painting- interior
- Community Center Rentals
- Old Home Week Meeting; volunteers for the Committee are needed
- ADA Bid Specifications for ABCC to BOS
- AFAA Certification Training
- Exercise Classes
- 5K Race Sponsor
- Egg Hunt- April 15; location TBD

Election of Commission Officers- J. Downing noted that he will be stepping down as chairman. J. Downing recommended alternating the officer positions. J. Downing made a motion to appoint E. Shelton as chair, K. Thomas as vice-chair, and for K. Troendle to continue taking Minutes. Motion was seconded by N. Downing and passed.

#### *Other*

N. Downing stated she is not seeking re-appointment to the Commission, and wanted to thank the Commission for the opportunity to work with them. N. Downing noted that she enjoyed working with the Commission, and they are a good board.

#### *Recess*

K. Thomas made a motion to recess the meeting at 6:47pm; motion was seconded by E. Shelton and passed. **The next meeting is scheduled for Tuesday, April 18, 2017 at 6:30pm at AVAS.**

#### *Reconvene*

J. Downing made a motion to reconvene at 7:00pm with the Planning Board and Conservation Commission members.

Members Present: J. Downing, N. Downing, P. Wittmann, K. Thomas, E. Shelton, Tom Hoops, Russ Wilder, Gene Young, Bob Doyle, Dave Collier, Roger Burgess, Earl Bagley, and Carolyn Schaeffner (recording secretary).

J. Downing spoke about projects the Parks and Recreation Commission has been working on to include the evaluation of each Town Park facility, and recommended improvements such as ADA access, sidewalks at the Town Beach, trail expansion, linking Alton Bay to the downtown via the Quannippi Trail, signage, removing hazards from parks and increasing boating access and facility/trail parking. J. Downing stated he is looking for support from the Board of Selectmen, and

Town boards. J. Downing stated the PR Commission has funds for some of the recommended improvements.

Other items were discussed such as the AVAS Public Park building, and the need for expansion/more space for the Department, and proper equipment to get the Department maintenance tasks completed. The Quannippi Trail was discussed and maps of the trail were provided. Kiosk locations were noted: (1) Jones Field; (2) Liberty Tree Park. J. Downing stated the Commission would like to provide information to the public about available recreational opportunities. Trails through the State Forest for biking and hiking were discussed. J. Downing noted that available Town property up for sale should be considered for recreational use before it is sold. T. Hoops stated that Town properties for sale are reviewed by the Conservation Commission and Planning Board before being sold by the Board of Selectmen. J. Downing noted that the PR Commission would like to have input on Town Property before it is sold.

The group discussed the Town Web Site being a resource for trails/recreational information to users. Trail maps can be available on the Town Web Site under a "recreation" button; K. Troendle will contact the IT Department about options.

The Conservation Commission stated they have maps of trails on Town land. It was noted that perhaps the PR facilities could be added to existing maps.

The group noted they have common goals: to promote, conserve and advocate for trails and recreational opportunities, and they can accomplish more by working together.

The Town's Master Plan was discussed. There was no specific discussion on Recreation in the Master Plan.

The group suggested creating a sub-committee to work on common goals, and to link existing Town maps of trails on the Town Web Site for public use.

### *Adjournment*

E. Shelton made a motion to adjourn the meeting at 7:40pm; motion was seconded by K. Thomas and passed.

*Respectfully submitted,*

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