

Minutes
Alton Parks and Recreation Commission
April 7, 2016
A.V.A.S. Building, 6:30pm

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

Public: Nancy Downing, Monique DeRoche, Shawn Thomas, and Bill Cox

Staff Present: Kellie Troendle

Call to Order

The Meeting was called to order at 6:35pm by E. Shelton.

Approval of Agenda

J. Downing made a motion to approve the amended Agenda to include discussion of chairperson and 2017 Photo Calendar Contest; motion was seconded by K. Thomas and passed.

Appointment of Chairman

W. Lionetta expressed that he would like to pass on the chairman position at this time. E. Shelton made a motion to nominate J. Downing as chairman; motion was seconded by K. Thomas and passed.

Approval of Minutes

K. Thomas made a motion to approve the Minutes of March 3, 2016 as presented; motion was seconded by J. Downing and passed.

Announcement

Peter Leavitt submitted his resignation to the Commission due to his responsibilities with the School Board Position. He thanked the Commission for their work and enjoyed his time on the Commission.

Public Input

N. Downing and the AYL offered kudos to the selective clearing work that was completed by staff at Jones Field. It was noted that the visibility of the field has increased and it's good to see people using the field and playing outside. The AYL thanked the staff also for the infield work with the York rake.

M. DeRoche asked what the plans are for the Bay in relation to the parking spaces that were removed in front of the bandstand. S. Thomas asked if the parking lot will be one way now with the narrow travel way. P. Wittmann replied that the parking spaces were removed in front of the bandstand and about 40+ parking spaces will be added across the street by Pop's Clam Shell. The Town is working with the state in regard to ADA accessible sidewalks and some changes were made to sidewalk

locations. Irrigation from the lake will be used for watering. There will be no changes to the Bandstand. Exits and entrances will not be changed. P. Wittmann explained that the sidewalks are being redone. There was discussion about the need to replace the sidewalks and the consensus of the Commission that the sidewalks were fine except for minor brick repairs at the brick walkway along the lake side of the parking lot. J. Downing said the BOS representative should be communicating the Commission's vote to the BOS, and the Commission's views and input should be represented at BOS meetings. P. Wittmann said he will bring it up at the next BOS meeting. E. Shelton offered to attend the next BOS meeting to help explain the Commission's position on the condition of the sidewalks and their recommendation that the use of money for Alton Bay sidewalk repairs be spent elsewhere. S. Thomas asked about the wooden stairs going into the lake. K. Troendle said the stairs were removed for safety and a new stairway and decking system made of aluminum is being considered. A Contractor is working on a PBN permit for the new system. Repairs to the retaining wall are out to bid and the cement stairs, railing and granite steps into the water are part of the bid repair work.

M. DeRoche stated the Lifeguard station is loose at the swim dock and S. Thomas stated there are boards warping on the swim dock.

Appointment- Alton Youth League

Bill Cox and Shawn Thomas met with the Commission and discussed the need to provide dugouts and fencing at Jones Field for the safety of the players. The AYL season starts in 4 weeks and decisions need to be made on how to proceed at the field in regard to providing needed items. The Commission and AYL discussed various options and noted that benches and fencing are needed for this season and the project, to include movable dugouts, could be completed in phases. There was discussion about the Town Warrant Article not passing and the Board of Selectmen not supporting the engineering expense to reconfigure and upgrade the recreational facility. The Commission and AYL would like to work together to make a safe facility for all users. S. Thomas stated the reality is that it will be several years to make changes at the field including a new layout and building a concession stand with water, if approved by the voters. S. Thomas said we need to use what we have now. S. Thomas provided information with several fencing options to include: taking down the batting cage and using some of the materials for fencing: getting fence from a private donation or installing new fence for approximately \$6,000. The AYL discussed contributions they are making to the field, to include the purchase of a tractor which was received from a grant and a storage container to secure supplies and equipment. W. Lionetta made a motion to allow the AYL to place a 8'x20' storage container on a temporary basis behind center field of the green monster, motion was seconded by E. Shelton and passed. The Commission and AYL will conduct a site visit on April 14 at 4:45pm at Jones Field to discuss the fencing and dugouts. The AYL will have 3 fencing quotes. W. Lionetta asked the AYL about what they would be able to contribute to the costs of the fencing and dugouts. The AYL said they would have limited funds available after their operating expenses this year but would contribute what they could. K. Troendle noted that AYL volunteer labor would be in kind donations that had value to field improvements. In the past the Town provided materials and the AYL provided the labor.

The AYL asked about field access. K. Troendle stated that the Water Department has the key to the gate. The Water Department can be contacted in advance to open the gate for deliveries or

maintenance access. There was discussion about the need for the PR Department to have a key to the gate for field access for mowing and trash removal. J. Downing noted that future discussion on the Water Department boundaries at Liberty Tree Park should be addressed.

K. Troendle reported that the ADA portable toilet was not available for placement at Jones Field and would have 125 less uses at the location. The portable toilet company did not recommend the unit for the Jones Field location based on use and said they would have to clean it more often than scheduled. Also, the company did not want to place the portable toilets on the field side of the facility because of vandalism in the past. The units were set on fire, tipped over and destroyed, and the Town had to purchase new units. The company said the risk was too high for placement on the field because it is an unlighted, unsecured area. An elite portable toilet will be placed at Jones Field on the parking lot side, to accommodate companion/small child use, the unit is larger than the normal size unit.

Old Business

Music Scholarship- K. Troendle reported that information was sent to PMHS about the PRC and Lakes Region Chordsmen \$500 music scholarship. PMHS will hand out the application forms to interested students and the PRC will select the recipient.

Kiosk Installation- The Commission will decide on the park kiosk location at their Jones Field site visit.

Open Gym Report- K. Troendle reported that two students signed up for the Open Gym scheduled for March 12. K. Troendle stated that the Department can only charge user fees to cover the cost of the event and can not charge fees to use as a fundraiser to donate to another group, which was the request of the parent that initiated the idea to run the program. K. Troendle said there are other variables like pre-registration, background checks, supervision, supplies, etc. that would need to be considered to run the program. The Open Gym program was tried in the past before and was not successful. E. Shelton made a motion to not sponsor the Open Gym program going forward, motion was seconded by K. Thomas and passed.

2017 Calendar Photo Contest- E. Shelton suggested sponsoring a Calendar Photo Contest with photos judged by the NE School of Photography or by local professional photographers. The calendar would be sold for cost and if successful, it would be an annual event. Photos would be of sites or landmarks in Alton. Future years could have a theme: Historical Pictures or then and now photos. E. Shelton made a motion to proceed with the planning of the contest (contact NESP, get prices), motion was seconded by W. Lionetta and passed.

New Business

Summer Camp- K. Troendle reported that a Summer Camp director will run a two week summer camp program for ages 7-11: June 27-July 1 and July 11-15 from 9am-4pm run out of the Alton Bay Community Center. The program will have trips to Storyland and Ellacoya, Paddleboarding, snorkeling, flying kites, Jedi training, crafts, games, mini golf, ice cream sundaes, swimming, sports activities, science experiments, cooking and more. The Commission reviewed the cost of the

program and based on 25 participants, the Commission set the fee for \$150 per week or both weeks for \$275. The minimum to run the program is 15 people that need to be signed up by May 31, late fee of \$25 if June 1 or after.

Pickleball Program- The Commission approved the reservation of the courts for Pickleball for Open Play on Mondays and Wednesdays from 8-11am and use on Fridays from 8-11am and Sundays from 8-10am.

Park Art- Sand Art, Rock Art, Paper Crafts or Duct Tape and Scratch Art themes will be led by the Summer Camp director at the B&M Park on Tuesdays: July 5, 19, 26 and August 2 from 10am-12pm. The Commission set the fee for \$5 per day or 4 days for \$15. The program is geared toward family/intergenerational participation.

Raw Food Class and Small Motors- Two new classes will be offered this summer. Raw Food will be led by K. Troendle and Small Motors by the PR maintenance staff. The Commission set the fee for the Raw Food class for \$30 based on 4 people and Small Motors for \$10 to break even on costs. Deadlines will be set for registration.

Recreation Revolving Fund- K. Troendle recommended the purchase/authorization of the following items from the Revolving Fund: Adult Softball: \$3,273- umpires, 12 dozen balls, bat stickers, trophy, ND field use fee, staff hours and Rob Glidden fee; Cake Decorating: \$459- supplies and staff; Pickleball: \$258- net, 14 rolls of tape and 12 balls; SUP Paddleboard- \$75 adult and \$68 child pp; Summer program: \$7,520- bus or van transportation, admission fees for trips/golf, paddleboard and snorkeling, light sabers, kites, crafts, food, supplies, staff; Park Art: \$384 for supplies and staff; Raw Food: \$110- food/supplies; Small Motors: \$150- staff and supplies; 5K Race: \$5,925- maple syrup prizes, bibs, shirts, supplies, food, gift card prizes for 1st place, timing company, raffle prizes and staff. K. Thomas made a motion to approve the expenses as presented; motion was seconded by E. Shelton and passed.

Brett Lamper Soccer Fund- The memorial fund at Profile Bank is collecting money through the Town Treasurer. Mr. and Mrs. Lamper will decide how to use the donated funds to help with the soccer program expenses.

Due to time constraints the remaining meeting items will be discussed at the next Parks and Recreation Commission meeting on Thursday, April 14. The Director's Report will be emailed to all Commission members before the next meeting.

Adjournment

K. Thomas made a motion to adjourn the meeting at 8:20pm; motion was seconded by E. Shelton and passed. **The next meeting is scheduled for Thursday, April 14, 2016 at 4:45pm at Jones Field. The next monthly 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*