

**Minutes**  
**Alton Parks and Recreation Commission**  
**May 17, 2018**  
**6:30pm, Pearson Road Community Center**

Members Present: Elizabeth Shelton, Kristin Thomas, Everett Clark, and Phil Wittmann

Staff Present: Kellie Troendle, Ken Roberts- Alton Highway Manager

Public: (all left after they addressed the Commission) Kim Bilodeau, Derek Pappaceno, Rob Gordon, Ed Casaccio, and Jonathan Downing

***Call to Order***

The meeting was called to order at 6:29pm 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***

K. Thomas made a motion to approve the Minutes of March 15, 2018 as written; motion was seconded by E. Clark and passed.

***Public Input***

J. Downing addressed the Commission and said he didn't know he resigned from the Commission. J. Downing said the Board of Selectmen are looking at other candidates for the Commission membership and stated he was not pleased with the way he was treated by the Selectmen as a volunteer.

**Appointments**

Appointment- Tinkergarten representative, Kim Bilodeau presented information about the Tinkergarten program, which is an outdoor nature program. The company has insurance and would like to use B&M Park for a summer program for children 18 months-5 years old. This is not a drop off program, parents stay with their child. The group would meet one or two times per week for two sessions: July 20-August 24 and July 24-August 28. Participants pay to attend the program. E. Shelton compared the program to the AYL running youth baseball/softball at a Town Park and charging a registration fee. The program would still be held in the event of rain unless it is heavy rain or not safe. E. Shelton noted other parks are available in addition to B&M Park if the group wanted to use other locations too. E. Shelton made a motion to recommend to the Board of Selectmen that the Tinkergarten request to use Town property for their program be approved. The motion was seconded by E. Clark and passed. A letter will be sent to the Board of Selectmen with the recommendation, and then the Board of Selectmen will make a decision on the request.

Appointment- Alton Youth League, representatives: Derek Pappaceno, Rob Gordon and Ed Casaccio. The Alton Youth League discussed improvements they would like to do at Jones Field to include: parking with signage, installation of new dug outs with fencing and a new snack shack. K. Roberts stated the Town has policies and procedures that need to be followed in order to present the information to the Board of Selectmen; for example three quotes are needed for any cost over \$500.00. It was discussed that funding from a petition warrant article was a new experience for the Department, and directions were not provided to the AYL on the process because the directions were

unknown. Going forward, the AYL and the Commission discussed working together to achieve the same goal, which are improvements to the Town Park. There was discussion on the Master Plan work being too much for one person and delegating work to others, and/or hiring a professional architect/engineer to offer suggestions on the field/complex design and improvements. There was discussion on developing a future plan for the fields, and/or looking at the Town property by the church on Rte. 28 as a possible future site for fields. There was discussion on completing tasks in 2018 so the taxpayers could see tangible results on how the warrant article funds were used for field improvements. K. Roberts offered to assist the groups with a long term plan and options for signage and parking layout. It was noted that funds will expire in 2018, and signed contracts will need to be in place for work not completed in 2018. P. Wittmann noted that a site visit is helpful when explaining plans to the Board of Selectmen so they can see the project firsthand. Cameras are being provided by the Town to deter vandalism, and do not need to be included in the AYL Master Plan. Lighting the fields was discussed as a future planning item. The AYL will contact NH Co-Op in regard to the electric bill being paid by the AYL at the field for the snack shack electric use. It was noted no other organizations will be using the electricity. The condition of the fields was discussed and the AYL said the field condition is better than most places they play. There are areas that could use loam and raking out, which will be addressed. The Commission commended the efforts of the AYL and appreciated their interest, hard work and motivation to accomplish the improvements. E. Clark made a motion to recommend to the Board of Selectmen the acceptance of the proposal presented by the AYL with the three priorities: (1) Signage for safety in the parking lot; (2) installing new dug outs and additional fencing; and (3) installation of a new Snack Shack to include installing electric in order for the building to be fully operational, and with approval from the Building Inspector/Building Permit. Motion was seconded by K. Thomas and passed. The AYL will continue to work on the phases of the improvement plan and will present those improvements to the Commission for discussion. K. Roberts recommended continuing the AYL warrant article requests for field improvements for future planning.

### ***Old Business***

Commission Membership- Ruth Arsenault was appointed as a member of the Commission. The Board of Selectmen are still accepting applications for the second Commission membership vacancy, because two member's terms expired in March 2018.

### ***New Business***

Jones Field and AYL Use: Safety- The Department received an email from a resident noting a safety concern at Jones Field during an AYL program with balls being hit over the Green Monster from Little Fenway onto the Jones Field area of play (on the other side of the fence), and players being at risk for balls flying over the fence without warning. Additionally the email cited a concern about a coach's behavior toward another parent during the AYL program. The Commission discussed notifying the AYL about the safety concern of balls going over the fence and for the AYL to educate facility users/parents about the risk of balls going over the fence, and for the AYL to address the complaint about the coach's behavior.

Summer Programs- Copies of the 2018 Summer Brochure were passed out to Commission members for review. The Brochure is currently available on the Town Web Site, was brought to ACS and

distributed the week of April 16 and is available at the Library, Town Hall and several local businesses. Direct mailings are sent to participants by mail upon request.

Recreation Soccer and Basketball Programs- K. Troendle reported she meet with the Revs United Director about the Basketball and Soccer Camps they are offering, and conflicts with their camp dates and the dates of the Alton Summer Camp and Alton Soccer Camp programs. Instead of offering programs on the same dates, the Town would like to support Alton residents to attend the Revs United programs and run the Town programs on other dates. Alton Parks and Recreation and the Revs United do not want to compete by offering similar services at the same time. K. Troendle said Revs United is interested in partnering with the Alton Parks and Recreation Department to offer recreational youth soccer and basketball programs. K. Troendle noted that Revs United has a lot to offer including: consistent coaching staff with a like minded recreational philosophy, field use at the high school, on line registration, and player's can also choose to participate in competitive programs if they like. Revs United would coordinate the registration and coaches/training, prepare the practice and game schedule, provide equipment/uniforms, etc. and the Town would provide the fields with lines and existing equipment to use if needed. The program age group would be 1-6 grade plus a 3-6 years old Mini Revs program. Alton would be a separate team from Barnstead for Soccer but would be combined with Barnstead for the Basketball program. K. Troendle noted that residents looking for a Basketball Program would find the program they want with the Revs United instead of the Skills Camp that is currently being provided. E. Clark said the partnership is a good idea because of the options that being a participant can provide all the way through college. For participants that have already registered for soccer or that will register with the Alton Parks and Recreation Department for soccer, the completed forms will be submitted to Revs United and Revs United will send an email welcoming the participant. K. Thomas made a motion to partner with Revs United for the Soccer and Basketball Programs. Motion was seconded by E. Clark and passed.

Adult Softball League- Five teams played in the League last year and the fee was \$450 per team. Three teams are signed up for 2018 and one team asked if the fee could be reduced because less teams are playing and the cost to operate the program may be less. It was noted the cost per game is \$51 (umpire \$40 and two game balls \$11) and the number of games will need to be known to determine the cost of the season. The game schedule is not complete at this time and we do not know the number of games per team. E. Shelton suggested that teams pay the full fee and then pro-rate the number of games played and offer a refund if the fee can be reduced. K. Troendle said there was discussion from a team about the League changing the rule about having to provide id's to show the participant's age. The Commission said the rule is a proof of age rule and the rule will not be changed.

Recreation Facility Discussion- Due to time constraints the Commission tabled this item until the next meeting.

Board of Selectmen Meeting- Commission members reviewed the email and available dates for the BOS meeting and requested the Parks and Recreation Commission meeting for August 20 or September 3. A follow-up reply will be sent to the BOS office.

Recreation Revolving Fund- K. Troendle requested that \$463.39 be approved from the Revolving Fund: \$168.32- net and first aid items; \$120.83- balls, court lines; \$141.00- Background checks- (\$47

each) summer camp director, assistant director(2). K. Thomas made a motion to approve the expenses as presented; motion was seconded by E. Clark and passed.

Director's Report- The Commission reviewed the Director's Report as presented for March/April 2018:

- Help Wanted Ads for seasonal positions
- Bid for West Side- Alton Bay Retaining Wall
- Bid for Harmony Park Retaining Wall
- Process Seasonal Employment: interviews, reference checks, recommendations to BOS
- Letters of Hire to new employees
- Estimates for trees for AVAS and Alton Bay
- Town Hall Maintenance Items: Roof estimate, Boiler Panels research
- Requested use of Smith Field in ND for Softball League games
- Provided information to Town auditors
- Cemetery Software meeting
- Maintenance Software meeting
- Preparation of Summer Brochure
- Preparation of 5K Race Brochure
- Staff Meetings: Parks and Recreation, Cemetery, Grounds and Maintenance
- Preparation of Summer Camp program and activities
- Coordination of volunteer community service hours
- Coordination/preparation Adult Softball League
- Meeting with Revs United about Soccer and Basketball program
- Old Home Week Committee Meeting
- Softball League Meeting
- Discussion with AYL about Jones Field improvements
- Attended Primex Training on speech at work
- Filing/phone calls/email correspondence
- Press Releases
- Purchasing needed supplies for three Departments
- Process Community Center Rentals
- Instruction of Fitness/Yoga Classes

#### *Adjournment*

K. Thomas made a motion to adjourn the meeting at 8:30pm; motion was seconded by E. Clark and passed. **The next meeting is scheduled for Tuesday, June 19, 2018 at 6:30pm at the Pearson Road Community Center.**

*Respectfully submitted,*

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