

Minutes
Alton Parks and Recreation Commission
December 3, 2015
A.V.A.S. Building, 6:00pm

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

Public: Nancy Downing

Staff Present: Kellie Troendle

Call to Order

The Meeting was called to order at 6:30pm by W. Lionetta.

Approval of Agenda

E. Shelton made a motion to approve the Agenda as presented; motion was seconded by P. Wittmann and passed.

Approval of Minutes

W. Lionetta made a motion to accept the Minutes of October 29, 2015 as changed to read under Revolving Fund Expense: "W. Lionetta made a motion to approve all of the Revolving Fund expenditures not to exceed \$5,000. Soccer (officials, gift bags, coaches gifts, player's thank you gifts), all of the Pickleball expenses, Snowmobile Club membership, all of the expenditures for Basketball (equipment, uniform shirts and supplies, officials, camp instructors, coaches gifts, gift bags, thank you cards not to exceed \$3,750), *motion was seconded by J. Downing and passed.* The Commission noted that expenses should be paid at the time of purchase and a summary of the paid items can be presented at the following meeting for approval by the Commission." Motion was seconded by P. Wittmann and passed. K. Thomas abstained because she was not in attendance at the 10/29/15 meeting.

Old Business

Barbershoppers Contract- The Commission discussed the proposed change from the Lakes Region Chordsmen (LRC) for the August 20, 2016 concert contract to include "Subject to fund availability, there will be 2 scholarships provided. Each \$500. One, to a Prospect Mountain High School student or students. Second, to a Lakes Region High School student or students. These funds would be the first expenditures after all bills and before the split between Town of Alton and Lakes Region Chordsmen." J. Downing provided history of the Barbershoppers event and that in the past, proceeds from the Barbershoppers event funded recreational facilities like Harmony Park and the tennis courts and ball fields. It was discussed that both parties were equally doing work for the show and that both music and recreational facilities are important to the Commission. The Commission was in favor of providing a scholarship of \$500 to a PMHS student. PMHS is supportive of the event with the facility and staff. The Commission was not in favor of the proposed change to add an additional

\$500 scholarship to a Lakes Region student who is not affiliated with Alton. The Commission said they are interested in funding recreational projects in Alton. The Commission noted that the LRC could fund the second scholarship if that is how they wanted to use their share of the proceeds. The Commission was in favor of keeping the original contract as written and not making any changes. The Commission noted that if the LRC wanted to run the event on their own that would be acceptable to them.

Fence Quote- The Commission discussed the fence quote received for Jones Field for \$5,584. It was noted the dug outs were removed at the field and trees were removed for field expansion by the Highway Department. N. Downing surveyed the fields after the trees were removed and said an extra 20' was gained to the current tree line, and perhaps there may be another 40'-50' of area to use before the wetlands. The Commission discussed possible options for field expansion to include regulation size baseball, softball, Little League and soccer fields. The Commission discussed planning for the increased field space with proposed layouts before making the recommendation to install a new fence that may need to be removed with the renovation project. N. Downing stated there is a source for water and power at the site. N. Downing offered to continue with the survey of the fields and explore the options for expansion. It was recommended to form a work group with AYL members to develop a draft plan that will meet the AYL and Town's needs for recreational use. J. Downing added that he would like to see signage at parks with directional arrows to identify trails, with kiosks along the way.

Master Park Plan- The Commission discussed the recommendation to the Board of Selectmen for warrant articles for the ADA accessible restrooms and Alton Bay Community Center entrance access and also the Jones Field expansion to include: permitting, engineer work, and plans. J. Downing recommended that we use the services of the Lakes Region Planning Commission and meet with them to discuss options at Jones Field. J. Downing offered to design a portable dug out that can be moved. It was the consensus of the Commission to wait on installing the fence until the field plans are made. It was noted that Harmony Park may be a Sea Plane base and that information should be included in the Master Park Plan.

New Business

Revolving Fund Expenses- K. Thomas made a motion to approve the expenditure of funds for staff hours for 120 hours to work on the park plan; motion was seconded by E. Shelton and passed. W. Lionetta made a motion to approve the expenditure of funds for staff hours for the craft fair as the same spent as in 2015, motion was seconded by K. Thomas and passed. The Commission was briefed on the details of the park plan work. It includes making files for each town property maintained by the PR Department. File contents include: tax map, deed, survey plan, soils map, park name, street address, building or site history and other items. It was noted that the data collected through the files will help in the planning process of the Master Park Plan.

Winter Carnival- The Commission discussed sponsoring a Bed Race and Photo Scavenger Hunt at Winter Carnival on February 14, 2016.

Concerts- K. Troendle asked the Commission for recommendations for the 2016 Concert Program. There will be a few returning bands based on the crowds requests. Annie and the Orphans, Bittersweet, 39th Army Band and Echo Tones are already scheduled. The Commission recommended a Hip Hop Band for teens, Saxx Rock, Shana Stack, Pony Express, Square Dancing Band, DJ Music for Line Dancing and DJ Music for 50's-60's.

Other

Town Administrator selection process- J. Downing recommended that several Department Heads be part of the committee that helps recommend candidates for the Town Administrator position. J. Downing noted that the Departments will be working with the new administrator and thought they should be included in the selection process.

Maintenance Position- K. Troendle reported that the Department is looking to fill two, FT maintenance positions. One staff member was not able to return to work after a medical leave of absence and the other staff member is retiring in February. J. Downing offered to help in the interview and selection process for recommendations of candidates to the BOS.

Adjournment

K. Thomas made a motion to adjourn the meeting at 7:50pm; motion was seconded by E. Shelton and passed. **The next meeting is scheduled for Thursday, January 21, 2016 at 6:30pm at AVAS.**

Respectfully submitted,

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