

**Minutes
Alton Parks and Recreation Commission
October 15, 2009
A.V.A.S. Building, 6:30pm**

Members Present: William Lionetta,, Gerry Theodora, and Cathy Burke.

Staff Present: Kellie Troendle

Public: Laura MacStravic and Pamela Mott

Call To Order

The Meeting was called to order at 7:10pm by Chairman W. Lionetta.

Approval of Agenda

W. Lionetta made a motion to approve the Agenda as presented; motion was seconded by C. Burke and passed.

Approval of Minutes September 22, 2009

The Minutes of September 22, 2009 could not be approved because three members were not present at the October 15, 2009 meeting that were also present at the September 22, 2009 meeting.

Appointment with Lil Pesaukees Play Group

The Commission met with the Playgroup facilitators, Laura MacStravic and Pamela Mott and discussed the option of Parks and Recreation sponsoring the Play Group program that was previously run through the Giggles and Grins Resource Center. The Playgroup said the program is an asset to the Town and provides a valuable service to community families such as support, resources and social interactions and connections. The Playgroup has been running for six years. The Commission was presented with a packet of information including: Letters from the Lil Pesaukees Playgroup and members; Information on Protective Factors; Documents and Organization- sign in forms, rules and schedule, facilitator job description and opening and closing checklists. The Commission discussed the funding options and the Playgroup said it would be able to fundraise through grants, yard sales, and other fundraising ideas so the program would be self funding. The Playgroup stated that charging a user fee may not work for the program because some of the participants may not be able to pay the user fee. The Playgroup said they would like to see the program remain free for the participants. The Commission discussed the facilitators as being hired by the Town as independent contractors and receiving a salary per session. K. Troendle said she contacted the Town Administrator in regard to the liability question of the program and was told that if the Parks and Recreation Department took over the program it would be like any other program in regard to liability, the Town would need to establish and follow the program rules and conduct background checks on all staff. The group discussed the collection of donated funds and the funds being held in custody with the Town Treasurer in the Revolving Fund or establishing a specific Play Group Fund. K. Troendle will ask the Town Administrator about how the funds/custody of the funds should be set up and also what would happen with the donated funds if the Play Group dissolves. L. MacStravic reported that she generates a monthly report documenting the number of families participating in the program; she also provides receipts, time sheets and is reimbursed monthly for expenses/payroll. The Commission discussed establishing emergency procedures for programs held at the Alton Bay

Community Center (Parking Lot meeting place, Evacuation policy, Fire Drill) and also to copy the school's policy language for participants to not attend the program if they have an illness. G. Theodora stated he would like to ask the members that were not at the meeting to review the packet before the next meeting so the Commission can make a recommendation on the program.

Old Business

Jones Field Fence-The topic was tabled until C. Johnson could be present to represent the Youth League and ordering the fence.

Park Facilities Brochure- The topic was tabled until W. Lionetta receives samples from Granite Image.

Security Camera at Jones Field- G. Theodora reported that he believes the security system can be put in place but wanted to wait for the Youth League's input on how to proceed once the options are presented. The topic was tabled.

New Business

New Durham User Fees for Soccer League Program- K. Troendle reported that she requested a copy of the Minutes of the meeting that recorded the Town of New Durham's decision to charge a user fee to play soccer at New Durham and was told by the New Durham Parks and Recreation Commission that there was no vote to institute a user fee to play at the New Durham fields for the Soccer Program and no user fee would be charged in 2009.

Halloween Happenings- The event will be 3:00pm-4:00pm with the loop parade to start at 4:00pm at Alton Central School.

Other

Soccer Awards/Presentation- The Soccer Awards are scheduled for Thursday, November 12, 2009 at Alton Central School. Anyone interested in helping to set up can meet us at 6:00pm and volunteers to help clean up can meet us at 7:30pm.

Adjournment

G. Theodora made a motion to adjourn the meeting at 8:10pm; motion was seconded by C. Burke and passed. The next meeting is scheduled for Tuesday, November 3, 2009 at 6:30pm.

Respectfully submitted,

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