

**Minutes**  
**Alton Parks and Recreation Commission**  
**October 24, 2017**  
**6:30pm, Pearson Road Community Center**

Members Present: Kristin Thomas, Everett Clark, William Lionetta and Jonathan Downing

Board of Selectmen's Representative: Phil Wittmann

Staff Present: Kellie Troendle

Public: Russ Wilder, Alton Conservation Commission

***Call to Order***

The meeting was called to order at 6:30pm by Vice-Chairwoman, Kristin Thomas.

***Approval of Agenda***

J. Downing made a motion to approve the Agenda as amended, to add under Other: Park Facility Reports Update and Park Programs; motion was seconded by W. Lionetta and passed.

***Approval of Minutes***

K. Thomas made a motion to approve the Minutes of September 26, 2017 as amended to include: parking was limited in the center where the Town materials are stored, because the area was a previous Town dump site; motion was seconded by W. Lionetta and passed. J. Downing abstained from the vote, as he was not present at the meeting.

***Public Input***

There was no public input.

***Appointment***

Russ Wilder, representing the Alton Conservation Commission, presented a proposed plan to the Commission to turn the end of Alton Mountain Road into a Municipal Trail. R. Wilder discussed the access points in Alton to the Belknap Range, and the recreational opportunities the trails, and trail head access points provide. The proposed plan was to change a Class VI Road into a Municipal Trail for public access year round. The Municipal Trail title would protect the Town of Alton and the land owners from public use/liability. The plan would provide a parking area that would be plowed in the winter by the Highway Department. R. Wilder said the Town Attorney is working on an agreement with the land owners, and under an RSA, the proper way to set up the trail access is to create a Municipal Trail through a warrant article with Town meeting approval. R. Wilder said the land owners would need to consent to the agreement in order for the plan to take place. R. Wilder was seeking support of the Parks and Recreation Commission for the project. Mr. Wilder stated that the Conservation Commission, Highway Agent and Snowmobile Club support the project. E. Clark questioned expanding the Town road 300' instead of creating the Municipal Trail. R. Wilder said that option was not discussed. J. Downing made a motion for the Parks and Recreation Commission

to support the project as presented: to create a Municipal Trail from a Class VI Road at the end of Alton Mountain Road. Motion was seconded by K. Thomas and passed.

### ***Old Business***

Kiosk Maps- K. Troendle presented information on the maps for the Jones Field kiosks. The estimated cost of two 44" entire trail maps and two 11"x17" site specific maps is approximately \$180-\$200 for either paper laminated or printed onto a white board. The kiosk dimensions are 39"x46". K. Troendle said the print shop complimented the high quality of the Alton maps, and said that map colors may change with sunlight and may need replacement on a yearly basis.

J. Downing asked what was going on with the Quannippi Trail signs. K. Troendle responded that site locations and types of signs need to be determined, so they were not ordered, also the trail is not completed. J. Downing offered to suggest the sign placement locations.

J. Downing said that the other two kiosks were to be located: one in Alton Bay across the street from Shibley's Ice Cream and by the Bay Diner, and the second one at Liberty Tree Park, if some of the rocks were moved the sign could be placed by the current rocks.

J. Downing said a lot of time went into the park maps and he would like to see larger maps on a larger scale. K. Troendle suggested the Commission members look at the kiosk with the maps to see and discuss what kind of map layout they would like on the kiosks or to form a sub-committee for the kiosk maps. J. Downing stated the kiosks are two sided, and two sides can be used to post information. J. Downing stated the maps on the Wolfeboro kiosks are well done. W. Lionetta offered to look at the Wolfeboro kiosks to get ideas. J. Downing stated the kiosks need to be shingled on two sides to protect from weather elements. J. Downing asked what is the status for installation of the two remaining kiosks, and K. Troendle replied that they will be installed next spring.

2018 Basketball Skills Camp – The Commission reviewed the Basketball Clinic flier that was distributed to ACS for students in grades 1-4. The program will be held at PMHS with the varsity basketball players on Saturdays in January 2018 from 9am-11am. K. Troendle reported that a resident said they wanted to speak to the Commission about the Skills Camp and concerns they have about it not feeding into a competitive basketball program, but the resident was not at the meeting to speak. The Commission discussed the limited amount of gym time as being the key factor for not being able to successfully offer the program. E. Clark noted that he received feedback about the Basketball Clinic not being a larger program. E. Clark said an option is to have games without practices which is done at other locations for other sports. K. Troendle stated that she thought the Clinic was a good option for introducing the basketball skills in a fun setting, and building up the player's confidence and developing their abilities- all part of a recreation based program. The competitive games are challenging for some players who are nervous to play without stronger skills. The Commission noted the option to play at the surrounding Towns of Barnstead or New Durham for players looking for more competition is a good alternative.

## **New Business**

Mt. Major Snowmobile Club Membership- The Commission discussed the Snowmobile Club membership. W. Lionetta made a motion to approve a \$100.00 donation/membership renewal. Motion was seconded by K. Thomas and passed.

Light Up Night- K. Troendle reported that Light Up Night is scheduled for Saturday, December 2, 2017 from 5:00-6:30pm. The PMHS choral group and band may be participating this year. The choral group is looking to perform at the church on Main Street or at the Museum as a second choice. There will be a craft activity at Town Hall. Other activities are being planned by other groups. K. Thomas noted the ADA performance will be held on Friday, December 1 at PMHS instead of on December 2.

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

- Staff Meetings: Cemetery, Grounds and Maintenance
- Staff evaluation- *J. Downing questioned if K. Troendle did a self evaluation and asked if she received an evaluation from the Town Administrator. K. Troendle responded that she has not.*
- Soccer Game Schedule to Towns with Rules- *E. Clark asked if the background checks worked out for the soccer coaches and would they be required for the basketball coaches. K. Troendle replied that everything worked out and that background checks are required for new coaches.*
- Order and process Soccer Coaches thank you gifts
- Basketball Program preparation- instruction, dates, times, content, PMHS facility use request
- Basketball Program Flier draft
- Meeting with Board of Selectmen for ADA projects: ABCC, ESRR and WSRR
- Meeting with Board of Selectmen for 2018 budget- *J. Downing stated the 2018 budget was not brought to the PRC and he met with Liz about the budget, and he said he has an interest in the budget and stated in the future the PRC can be more involved.*
- Meeting with TA re: Castleberry Craft Fair
- Meeting with CIP Committee
- Meeting with Milfoil Committee and preparation of draft Minutes
- Meeting with Parks and Recreation Commission and preparation of draft Minutes
- Identified and walked Cemetery boundaries for expansion project
- Prepare Harmony Park Wall bid for construction
- Meeting with Carol Richardson on recommended bench location in Alton Bay
- Bid Opening for Harmony Park Wall construction- *J. Downing stated he has a major problem with the precast concrete wall instead of a stone wall. He said he missed the discussions about the Redi Rock wall and he takes offense to the PRC not having anything to say about the Redi Rock wall. He said Steve Parker spoke with Ken Roberts and K. Roberts explained the wall is leaning out and was compromised. J. Downing stated in his opinion the stone wall can be fixed with proper footings, drainage, etc. K. Troendle responded that the project was sent out to bid with a Redi Rock wall, and a recommendation to award the bid was not made because the bids were not acceptable/incomplete.*

- Check contractor references for Harmony Park Wall construction bid
- Schedule septic tank cleaning at town buildings
- Press Releases to Baysider
- Process Community Center Rentals

### *Other*

Park Facilities- J. Downing stated that he thought the Commission was supposed to discuss the Park Facilities, but K. Troendle didn't put it on the Agenda, so she must think it's not important. K. Troendle replied that the PRC members were asked to send her Agenda items by Wednesday, October 18, 2017 to be included on the October 24, 2017 Agenda, and that is why the topic was not listed, because no Agenda topic correspondence was received.

J. Downing said the PRC has evaluated/performed site visits at all the park facilities and comments were brought to the Board of Selectmen, and that's as far as it went. J. Downing stated he believes there are areas for improvement. J. Downing cited the Fire Department junkyard doesn't look good, and he spoke to the Fire Chief about cleaning up the site and nothing was done. J. Downing said the Water Department area does not look good, and the Water Department staff is parking in the parking area for park users. J. Downing stated no one is pursuing anything. J. Downing said there are ADA issues at Jones Field and Harmony Park, and he would like to see the sidewalk extended to the Town Beach. He asked if the Commission wanted to let the items be or look at the facilities. J. Downing stated to K. Troendle that she should do an evaluation of the sites. K. Troendle responded that the site evaluations have already been completed, and the PRC has the information.

Programs- J. Downing stated he would like to see more programs and there is room for improvement. He said other Towns are offering a canoe race, ice rink, and scarecrows and he would like to see old programs brought back. J. Downing stated the Barbershop thing is going down and not up. He would like to see the generation of new program ideas.

Water Bandstand- J. Downing said he dropped off a rough draft estimate to the PR office of repairs he would like to see done at the Water Bandstand. Items included: level, clean and seal the decks; paint the trim; replace the existing Christmas lights with something more substantial; redo the ceiling; replace vinyl siding with other materials; install new nautical theme flag pole. He stated that the balance in the CRF, \$13,540.00 is coincidentally the same price as his estimate of \$13,500.00. It was confirmed that in 2014 a Capital Reserve Fund (CRF) was established for the purpose of maintaining/repairing the Water Bandstand and \$20,000 was appropriated. J. Downing stated he is going to meet with the Board of Selectmen with Steve Parker about maintenance for the Water Bandstand, and he is looking for the support of the PRC for the repairs. W. Lionetta made a motion that if the CRF monies can be used for the Water Bandstand improvements then the PRC supports the improvements. Motion was seconded by J. Downing and passed. The Commission discussed forming a subcommittee for the Bandstand Maintenance project. There was discussion about the previous work on the Water Bandstand that included: removing the existing shingles and trim and replacing trim with PVC 1x8 and 1x3, and reroofing with Decra metal new roof shingles, repairing the rotten rafter tail rod board, and replacing the soffit on the north side of the structure.

***Adjournment***

K. Thomas made a motion to adjourn the meeting at 8:02pm; motion was seconded by J. Downing and passed. The next meeting will be Tuesday, December 5, 2017 at 6:30pm at the Pearson Road Community Center.

K. Troendle requested that Agenda items be submitted to her by November 30, 2017 for inclusion on the December 5, 2017 meeting Agenda.

*Respectfully submitted,*

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