

**BARRE TOWN BOARD OF RECREATION
MUNICIPAL BUILDING, WESTERVILLE VT
MEETING MINUTES
NOVEMBER 11, 2009**

Board Members:

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~ Meeting called to order at 6:35 p.m. ~

Present: Linda Mercy, Lionel Cyr, Linda Rogers, Melissa Anderson, Lisa Pariseau

Absent: Tanya Pelletier, JP Isabelle, Yvonne Trepanier

Guests: Carl Rogers, Town Manager; Kelly Houston, Management Intern

1. Call to order (6:55 p.m.).
2. Approve minutes of the October 7, 2009 meeting.
Minutes were not submitted from the October meeting due to a family emergency.
3. Guests. No guests present for comment.
4. Review budget report. Town Manager reviewed the budget with the committee, noting that annual projections seem to be on mark.
5. Approve use of facilities (if needed). None.

I. Old Business.

a) Ledge Drive Playground Initiative (WCMH meeting):

Background: Brief update. What progress has been made in regard to meeting with WCMH? Is there desire to pursue other opportunities? Ron Lyon of Dubois & King

has been updated with progress. Consider how you would like this project to play out over the next couple of months. What is your plan of action?

After a brief update regarding the Dubois & King construction grant (terms of use) and the potential for a location change (WCMH land swap), the Board decided to table discussion on this matter until January or February. The general thought is that fact finding meeting needs to occur before any preliminary assessments or evaluations can be made.

Motion: *On a motion made by Linda Rogers, seconded by Melissa Anderson the Board of Recreation voted to table all discussions regarding the Ledge Drive Playground Initiative.*

b) International Day of Climate Action:

Background: Kelly, reviewed a report received by coordinator, George Plumb. The four surrounding communities (Berlin, Barre Town, Barre City, and Montpelier) signed on as sponsoring communities. 50 participants cycled along the Barre Montpelier Road to raise awareness about emissions and the environment. No action taken.

c) Barre Heritage Festival:

Background: The Barre Heritage Festival was discussed last meeting. Have Board members been recruiting members to join the Heritage Committee? The point of this agenda item is to provide more clarity of the Board's intentions for committee recruitment. This is an opportunity to discuss the Board's role in this matter.

This item will be back on the agenda in the month of December to clarify the Board involvement in recruitment of committee members. Both Lionel and Linda R. expressed some confusion on committee objectives. Carl reviewed some of the 2009 events (i.e. Friday night at the Paquet farm, Saturday's parade, Sunday's skate park competition and family oriented games). He suggested that the Board invite Barre Town Committee Coordinator Kathie Felch to explain some committee directives. Those in attendance agreed that an invitation should be extended and asked Kelly to make the arrangements.

II. New Business.

a) East Barre playground brick reimbursement:

Background: In our discussion last week about the East Barre playground brick walkway project a request was brought fourth on Kathy Pelletier's behalf. She asked that the Board consider contributing to the cost of the filler bricks she bought for the walkway. You asked that I look into this to determine if there is money in the budget. The total cost of the filler bricks was \$1,000. Keep in mind that the Town did donate labor, materials, and equipment to see this project completed and that the filler bricks were not initially part if the plan. If the Board chooses to reimburse Kathy for a

portion of the bricks the funding might come from either the supplies and expenses account (#011.462.326) or the capital improvement account (011.462.450). First, you need to consider if you will reimburse Kathy, Second, you need to determine the proportion. At the last meeting the Board mentioned splitting the cost 50/50. You could reimburse Kathy. However, it might be at the cost of another budget item.

A request was brought fourth on Kathy Pelletier's behalf. She asked that the Board consider contributing to the cost of the filler bricks she bought for the walkway. Linda M. asked for an explanation of the budget process and asked what was meant by, "at the cost of another budget item." Kelly noted that all items are budgeted. Carl followed up with an explanation of the current fiscal year and budgetary components, noting that if bricks were to be reimbursed then the cost would have to be off set in some way. Linda M. asked about potentially putting this reimbursement in the next budget. Lionel asked how the bricks were paid for. Linda M. answered that they were bought using private contributions. Carl noted that the additional out of pocket cost (\$1,000) was for filler bricks to extend the walkway. Lionel asked if the filler bricks were part of the original plan. Carl said that they were not. Carl suggested that the Rec. Board ask Don Gainey to review the budget and determine if a reduction could be made elsewhere within the budget to accommodate this request. Kelly was instructed to have Don Gainey review the budget for options. Carl noted that recreation budget items need to be presented in either January or February.

b) Report on Barre Community Baseball (status of little league funding):

Background: When discussing the budget last meeting there was an inquiry made about who maintains and operates the little league fields. It was mentioned that Barre Community Baseball takes care of them. You asked me to find out the status of the little league fund. Barre Community baseball and the little league fund are not a function of the Barre Town Board of Recreation. Barre Community Baseball is responsible for up keep and maintenance of the little league fields.

Brief explanation of past verbal agreements. Lionel commented, "if its not broken don't fix it." No further discussion, no further action.

c) Scoreboard (cost and funding):

Background:The existing scoreboards for the softball field and the baseball field are 5X10 and 8X12 respectively. Depending on size and options scoreboards can range anywhere from \$1,895-\$8,995. Cost variables are size, capability (i.e. wireless operation, display, and detail), and options (i.e. warranty and materials). I will bring a couple catalogs for you to look at so that you can determine which components are most important. As for finding and sponsorship opportunities, I have not been as successful as I thought I might be. Last meeting we discussed sponsorship panels. This seems to be how most organizations are funding their scoreboard needs. Consider who you would like to target for sponsorship and I will see about making some phone calls. You might consider a variety of local, regional, and national vendors for

sponsorship. Another option is to develop a budget plan, setting aside a portion of the cost in the budget each year until funding requirements are met. Come to the meeting prepared to discuss your ideas.

After reviewing the agenda notes the Board decided that it needed more time to consider funding options. Melissa asked if the score board need to be a certain color. Linda M. asked about sponsors (number). No action was taken; this item is on December's agenda.

d) Appoint new Secretary: Consider appointing a new Secretary to record minutes.
Recommendation/ Action: Adopt a motion appointing a Secretary of the Board of recreation.

Melissa voiced her concerns about being the Rec. Board Secretary, stating that she unsure if she would always be available to take the minutes, and felt it would be unfair to the Board if she missed a meeting or two. Kelly agreed to take the meeting minutes in Melissa absence. Melissa agreed to remain the Board of Recreation's secretary. No action taken.

e) Swing set purchase: As you know there is \$2,100 for the purchase of a new swing set for the South Barre playground (Wilson Street). I have still yet to find out the status of the Recreation Facilities grant that was applied for in mid September. I have an e-mail into the Department of Building and General Services. In order to get the swing set for the spring you should make an equipment selection. I suggest that you authorize Don Gainey to make a purchase (following grant notification) of the swing set, with the understanding that quality and quantity will be taken into account.

The Rec. Board applied for and received a grant from the Vermont Department of Buildings and General Services in the amount of \$700.00 for playground equipment. After learning about this award the Board wanted to take a more in depth look at playground configuration and future planning. Melissa asked about the community building. Lionel asked about the "floor plan." Linda asked about the survey that was conducted last January, more specifically what kinds of development people would like to see. Melissa commented that respondents wanted to see community playgrounds focused on younger age groups (3-5). This item will be back on the agenda for December. The Board will determine which equipment combinations would be ideal for the Wilson Street place. No action taken; action expected during the December meeting.

f) Budget considerations:

- East Barre playground landscaping.
- Fencing materials for Upper Websterville and East Barre Playground.
- Field lighting (softball field, change lights and attachment arm).
- Skate park maintenance.

- Programs (i.e. swimming lesson reimbursements, StoryWalk).

The Board talked about budgetary components and program ideas. Program ideas included: hiking club, mountain bike lessons, tennis program, and summer programs with Barre City. Lisa cited the South Burlington Recreation Department as an example. Linda M. mentioned a conference both she and Melissa attended in Montpelier on recreation programming and opportunity development.

8. Round the table.

Lionel gave an update on the Bike Path Committee. The Committee is focused on aligning the bike path with Barre City's bike path. Quarry Hill Road has been discussed as a possible route, however it has all but been ruled out as a viable option. Both the Barre Town and Barre City committees are reviewing alternative routes. Lionel noted that the bike path must be at a 5% grade in order to meet bike path standards and specifications.

9. Next meeting.

The next meeting is Wednesday, December 2nd, 6:30 p.m.

10. Adjourn.

On a motion by Linda R., seconded by Linda M. the voted to adjourn.