

Town of Barre Recreation Board Meeting Minutes February 5, 2024

The Town of Barre Recreation Board held its monthly meeting on Monday, February 5, 2023, starting at 6:00pm. The meeting was held in Conference Room #3 in the Municipal Building at 149 Websterville Road. Board Members present included: Annette Neddo, Vice Chair Carol Hebert, Laura Ireland, Anastasia Douglas (remote), Larry Rogacki and Chair David Rouleau. Also present at this meeting: Recreation Director Johnny Crossley, MTA President Kevin Spaulding, representing Freezing Fun for Families: Wendell Morse, Corey Touchette, and Wanda Huntley; and member of the public Jill Wilkenson.

1. **Call to Order:** 6:04pm
2. **Consider approving Agenda:** Annette Neddo made a motion to approve of the agenda as presented. Laura Ireland seconded the motion, Board approved 6-0.
3. **Consider approving January 8th Meeting Minutes:** Carol Hebert made a motion to approve of the January 8th meeting minutes as presented. Annette Neddo seconded the motion. Board approved 6-0.
4. **Public Input (for non-agenda items):** No members of the public with input at this time.
5. **Freezing Fun for Families:** FFFF are looking to host their 24th Annual Snow Softball Weekend Tournament March 1st through 3rd. The Town of Barre Recreation Area has hosted FFFF on numerous fields throughout the years. This year, Wendell Morse has taken on the reigns and will be leading the event. Present with Wendell were Corey Touchette and Wanda. FFFF donates \$25,000.00 to Vermont families battling Childhood Cancer (16 and under). There are four recipients: (2) families receive \$10,000.00 and (2) families receive \$2,500.00. This is the third year FFFF is able to pay recipients before the actual tournament takes place.

On a motion by Carol Hebert, seconded by Larry Rogacki, the Board voted to support FFFF in any capacity they need, including waiving fees associated with field use and light use, 6-0.

6. **Bridge in Town Forest Discussion:** *Background:* Barre Town Thunder Chickens Snowmobile club has rerouted one of their trails to avoid trestle bridge next to Murphy Quarry. The bridge is no longer viable for BTTC's Snow Groomer. Reroute is outside of Town Forest off Town owned property. BTTC received landowner permission for their rerouted trail around the bridge. Bridge is within Town Forest and identified as VAST bridge in "Structures" Appendix of the 2013 Community Forest Management Plan. Bridge existed prior to inception of Town Forest in 2013. BTTC claim trestle bridge (underlying structure) was there before VAST trail as a part of the old rail network. VAST/BTTC decked the bridge multiple times over the last two decades to make it viable for their trail network.

BTTC and MTA (Millstone Trails Association) wish to know Town's stance on the bridge's future and pedestrian use. Bridge repairs could be costly for one single entity. Both MTA and BTTC willing to partner with Town on a solution. Town Manager Chris Violette, Recreation Director Johnny Crossley, and Town Handyman Alfred Lad visited the bridge in January. Bridge is covered with a healthy pack of snow and currently safe for pedestrian use. BTTC's snow groomer weighs over a Ton, pedestrian traffic would not equal weight of groomer. Town will reassess the structure in the Spring. Bridge is the responsibility of BTTC/VAST through Corridor Management Agreement, however, with inception of Town Forest the

bridge sees pedestrian traffic outside snowmobile season. MTA holds CMA with Town to care for trail network.

7. **Recreation Board Charge Review and Discussion:** David Rouleau announced that Amanda Gray had submitted her resignation to him and the Director. As such, there is a new vacancy on the Board. Town Manager and Selectboard have been notified of vacancy. Board members review proposed draft document “Recreation Board Charge” (see Appendix A within Minutes).
8. **Update from Subcommittee:** The Facility Use Policies and Fees Subcommittee met twice between January and February meetings of the Recreation Board. They shared a final draft of “*Fields Unfit for Play Policy*” with the Recreation Board to review and vote at March 4th Meeting on a recommendation for adoption to the selectboard. In addition, the Subcommittee will have a final draft of “*General Rules of Town Owned Recreation Properties*” and “*Facility Use Fees*” for March 4th Meeting. All three documents are available in the Recreation Board Sharepoint for Board members to review in advance.
9. **Considerations For Recreation Events:**
 - *Egg Hunt* – Saturday, March 30th – in partnership with Barre City. Director Crossley will meet with counterpart Stephanie from Barre City to discuss logistics and report back to the Board.
 - *Eclipse Viewing* – Monday, April 8th – Director Crossley has ordered 750 elcipse glasses that will be made available FREE to the public. Planning to host the public on the Upper Soccer Field of the Recreation Area. Town is located just outside of the “Path of Totality.” Members of the public can pick up their glasses at the Town Offices leading up to the event or the day of the eclipse at the Recreation Area viewing.
 - *Brainstorming Ideas* – Larry Rogacki asked Director Crossley how one might initiate or create an event utilizing the Town Forest. Director Crossley recommend collaboration with an outdoor group or nonprofit such as: MTA, Sierra Club, Vermont Land Trust as they can aid in awareness and sometimes offer additional resources. Director Crossley recently connected the Sierra Club with MTA for one of MTA’s full moon hikes. VLT has held Vernal Pool Walks and Bark Tree ID events in past years.
 - The Board and Director set the following event dates: 1.) Summer Festival July 20th 2) Fall Festival October 12th – Director Crossley and his Spaulding High School intern will present logistics for Summer Festival at the March 4th Meeting.
 - A volunteer list will be created and shared with Board members through Sharepoint, allowing all to add participants who may approach them to volunteer for Recreation events.
10. **Updates from the Recreation Director:**
 - *Facility Requests:* See attached Appendix B.
 - *BOR Turf Update:* Met with Barre City’s Buildings & Facilities Committee in early January to discuss promotion of the Turf. Rates: \$55/hour BYSA - \$110/hour other entities. Committee discussed uses of the Turf and possibly bringing in a net to divide the turf into two reservable fields.
 - *Little League Fencing / Baseball Lighting:* Fencing at the LLF is complete. This Spring the maintenance crew will finalize the infield and warning track. Restored LLF will make public debut at Summer Festival. Eighty-foot poles are in the ground and standing at the baseball field. Benoit Electric ran into issues with interior LED lights not being able to pivot on the crossarm. Director Crossley meets with DMS this week to talk about how to reconfigure the crossarms to allow the LED lights to pivot properly.
 - *Winter Walks and Snowman Competition Report:* First Winter walk was cancelled. Second walk had one participant and each event following has added a new walker. First in-person Snowman Building Competition had two families participate and go home with a prize. Second in-person event on February 24th, virtual event runs up till the end of event on the 24th.

- Department Head Budget: Recreation Department '24-25 budget was finalized in January by Director Crossley. Met with Finance Director Katelyn Kran and Town Manager Chris Violette recently to review Recreation Department budget prior to Budget Committee.

11. 'Round the Table

- Laura Ireland - VGN Grant Opportunity (free trees – fruit and nut trees) grow access in communities (Feb 16th deadline)
- Annette Neddo – Snowman poster in BTMES school newsletter, goes out Friday. Dabble Day event went well on February 3rd, Annette represented Town Recreation Department. At Dabble Day ROTC of Spaulding High School mentioned they're always looking for volunteer hours.
- Larry Rogacki: nothing to add.
- Vice Chair Carol Hebert: – nothing to add.
- Chair David Rouleau: – Possibly add a Trail counter at trailheads, many grants out there that ask about usage, a trail counter would give us an idea of “use.” Movie night during school break? Event for those not traveling on school vacation.

12. Set Tentative Agenda for March 4th Meeting:

- Recreation Board Charge Review
- Fields Unfit for Play – Vote on
- Update from Subcommittee
- Events – Egg Hunt, Eclipse Viewing, Calendar of events
- Summer Festival

13. Adjourn: *On a motion by Carol Hebert, seconded by Laura Ireland, the Board voted to adjourn 6-0. End: 8:50pm.*

Town of Barre Recreation Board Charge

The Barre Town Recreation Board consists of a maximum of seven members appointed by the Town Select Board for staggered staggered three-year terms. The Recreation Board serves in an advisory capacity to the Town's Recreation Director on matters pertaining to Town-owned Recreation properties. Recreation Board members represent all Barre Town residents and assure that the recreation needs and desires of the wider community are considered.

The Recreation Board shall consult with and advise the Director of Recreation in matters affecting recreation events and programs; parks, playgrounds, and other recreational facilities; policies, rules, and guidelines of the Department; budget considerations, Grant opportunities and other fundraising efforts, and potential Capital improvement projects. The Board assists in the development of long-range planning for recreation and wellness needs of the community. The Board may recommend actions, related to the course of their work, to the Selectboard for further consideration or adoption.

Expectations of Board Members:

1. Attendance is required at meetings of the Board. There is an option to attend in-person or remotely. If a Board member cannot attend a meeting they must notify the Chair of the Board and Recreation Director.
2. Board members are expected encouraged to will volunteer at Recreation Department events outside of the Board Meeting schedule. If a member cannot volunteer at a specific event they must notify the Chair of the Board and Recreation Director ASAP.

Positions of the Board:

Recreation Board positions are elected by a majority vote of the Recreation Board at the annual restructuring meeting. Positions may include: Chair, Vice Chair, Secretary, Community Outreach Coordinator. Any Board Members servicing in the role of Chair, Vice Chair, Secretary, and Community Outreach Coordinator may also serve as a Recreation Asset Liaison. Board Members may only hold one Liaison position at a time. The Recreation Board will follow Robert's Rules of Order as a general guide to conducting meetings with the Chair authorized to make motions, debate and vote. The Board may elect a member of the Community at large to serve as a Recreation Asset Liaison.

1. Chair: The Chair person person will preside at all meetings of the Recreation Board, call special meetings when needed, and prepare meeting agendas in consultation with the Recreation Director.
2. Vice Chair: The Vice-Chairperson will perform the duties of the Chair in the latter's absence.
3. Secretary: The Secretary will keep an accurate record of the proceedings of the Recreation Board including meeting minutes. Agendas and minutes will be prepared in accordance with state law and provided to the Town Clerk for filing.

4. Community Outreach Coordinator: The Community Outreach Coordinator will create and maintain a list of active volunteers and Community partners who collaborate with the Department on events, fundraising, donations, and Capital Improvements.

5. Recreation Asset Liaisons (4): These members will work directly with the Community and Recreation Director to collect Community input as it relates to a specific Town owned asset. Liaisons may create and distribute Community surveys that provide the Town with clear insights of the Community's needs as they relate to Recreation. Surveys must be approved by the Recreation Board before distribution and data collection may occur.

Board members can be liaisons, but liaisons do not have to be Board members. Examples of liaisons:

Town Forest liaison, playing fields liaison, playground liaison, etc.

1) Town Forest Liaison: Assist the Recreation Director with matters related to the Town Forest. Will develop an understanding of the Conservation Easement and the Community Forest Management Plan. Assist with developing and updating displays within the Town Forest Kiosks.

2) Playing Fields Liaison: Assist the Recreation Director with matters related to Town-owned playing fields and the user groups and leagues who utilize said fields.

3) Playgrounds Liaison: Assist the Recreation Director with matters related to Town-owned playgrounds. This position may consider taking a CPSI Course (Certified Playground Safety Inspector) to enhance their knowledge and understanding of Federal and State rules and guidelines as they pertain to playground safety.

4) East Barre Community Garden & Pollinator Plot Liaison: Assist the Recreation Director with matters related to the East Barre Community Garden and Pollinator Plot. Assists with recruitment of volunteers and/or the creation of a club that helps the Town maintain the Garden and recommend areas for improvement.

Subcommittees:

The Recreation Board may elect to form Subcommittees assigned to specific projects. Subcommittees must have a clear Mission Statement and timeline of completion. Subcommittees will provide reports and progress updates on their work to the Recreation Board at their monthly meetings.

2024 Facility Request User List

Group/League	Responsible Person	Received (Date)	Phone Number	E-mail Address	Non-Profit	for Profit	Requested Facility	Event	Date(s)	Cost	Payment/Donation	Payment Date
Central Vermont Runners	Jackie Janczitis	12/8/2023	(207) 590-8038	jackiemj8@juno.com	X		Town Forest Trails	Snowshoe 5K Race	4/12, 4/15, 4/16, 4/17, 4/18, 4/29, 5/1, 5/2, 5/9, 5/13, 5/14, 5/15, 5/16, 5/17, 5/20, 5/21, 5/22, 5/28, 5/29, 5/30	\$0	n/a	n/a
Barre Town Middle School	Jack Carrier	12/19/2023	(802) 522-8225	jcarrtie@bunsl.org	X		Baseball & Softball	Middle School Practice/Games	08/12-16/2024	\$0	n/a	n/a
Barre Amateur Soccer Association	Scott Dolan	1/15/2024	(802) 272-5642	barresoccer@gmail.com	X		Lower Soccer Field	Vst. U8- U14 Home Games	May/June	\$500	n/a	n/a
Barre Amateur Soccer Association	Robert Dolan	1/15/2024	(802) 272-5642	barresoccer@gmail.com	X		Upper Soccer Field	BASA Soccer Camp	5/31/2024	\$0	n/a	n/a
St. Monica - St. Michael School	Robert Alford	1/24/2024	(802) 476-5015	rlford@stmonica-stmichael.org	X		Town Forest Trails	Santas Shuffle Fun Run	06/24-28, 07/8-12, 07/22-26, 08/5-9/2024	\$0	n/a	n/a
VT Rustic Moose Kids Summer Camp	Tracy Wright	1/26/2024	(802) 249-1924	vtr@rusticprod.com		X	Town Forest Trails	Summer Camp	5/23, 5/24, 5/31, 6/3, 6/5	\$0	n/a	n/a
Barre City Middle School	Brandon Walker	1/26/2024	(802) 476-6541	bwalker@bunsl.org	X		Baseball & Softball	Middle School Games		\$0	n/a	n/a

Appendix B.

