

DRAFT Minutes from Parks & Recreation Committee

January 9, 2017, 5:30 pm, Middlebury Recreation Center

Present: Mark Wilch, Carl Robinson, Megan Mayo, Megan Curran, Terri Arnold, Bill Kernan, Bill Ford, Greg Boglioli

Absent: Elaine Orozco-Hammond, Farhad Khan, Tricia Allen

Meeting called to order at 5:30 pm

- ✓ Motion to approve minutes from October 3, 2017 meeting
- ✓ Motion to approve agenda for January 9, 2018 meeting
- ✓ Public in attendance – Lily Snow

Rotary Tree Project – Lily Snow, Presenter

Lily gave the background on the Rotary International Tree Project being that Middlebury would plant a tree for every member of their club which is now 55 members. The goal is to plant approximately 1.5 million trees world-wide.

The location is to the left as you enter Mary Hogan Drive, between the sidewalk and the Counseling Service building and basically in the middle of the large open space.

The trees identified for planting are crabapples, such as Apple Blossom Picnic, with varying colors, berries and structure.

The trees should reach approximately 15' at maturity. They will be planted as bare root with a caliper of about 1" and a height of about 5- 6'. Lily hopes to create a spreading habitat with yellow and pink blossoms w/ light and dark fruit.

Lily would like to place the order as soon as possible and is awaiting permission from Peter Conlon, chair of the ACSD (includes Mary Hogan School property).

The trees would be planted in early spring and there is hope local youth could get involved in the project as it will require bringing in top soil, building up the soil, planting a ground cover and installing pieces of marble currently used for the railroad project as seats, similar to Marble Works.

Whether fencing will be required is yet to be determined.

Lily brought and distributed a drawing of her vision entitled Exhibit – Version B.

Open Discussion

Terri brought to the attention of the committee that Elaine O. Hammond had indicated that she will need to remove herself from the committee due to time constraints and activities associated with raising a young family.

Discussion ensued about the possibility of Sabrina Butterfield serving on the committee as the representative for ACSD but since she is a temporary employee of the town additional information will need to be obtained on whether this would be considered a conflict of interest (Bill Kernan to follow up with town manager).

Capital and Operation Budget

Bill provided advanced copies of both budgets and copies were also available at the meeting. Basically, the committee was accepting of the two budgets for the next five year projection.

Financial “Snapshots”, showing year-over-year comparisons, were also provided to the committee showing accelerated revenue collection and decreased expenditures. Terri attributed this to increased popularity of programs with an eye on only making purchases which are absolutely necessary to keep programs going.

Comprehensive Plan

Step #1 – Terri and Bill will hold a staff meeting in January with Dustin and Brian to assess the current needs of the department and how staff feels the P & R committee and sub-committees can best meet these needs.

Step #2 – In February, individual sub-committees will meet to discuss information provided from the January staff meeting and to review the current Comprehensive Plan with specific focus on the introductory items including the Vision Statement, Mission Statement, Recreational Philosophy and Long Range Planning Process..

Step #3 – In March, the whole P & R committee will meet to discuss any necessary restructuring of sub-committees, including staffing of each sub-committee and to discuss a plan of action for updating the Comprehensive Plan via the sub-committee structure.

Meeting adjourned at 6:25 pm