



Regular Meeting

Wednesday, January 14, 2026, 5:00 p.m.

Community Room, 43 Bombardier Road, Milton, VT 05468

In Person and/or Via Zoom at:

<https://us02web.zoom.us/j/82572618309?pwd=QMksahwo2w1keSpB9g4Qdi0pdCeLTb.1>

Members Present: Rod Moore, Betsy Paret, Jenn Taylor, Kim Thompson, Fran Tougas,

Members Absent: Ryan Bushey

Staff Present: Hannah Luman, Ben Nappi

Others Present: Joseph Duquette (Online)

I. Call to Order

Rod Moore called the meeting to order at 5:04p.m.

II. Amendments to Agenda

None

III. Public Forum

None

IV. Approval of Meeting Minutes from Recreation Commission Meeting on 12/10/25

Motion made by Betsy to approve the Minutes of 12/10/25 with a second by Jenn. Motion approved unanimously.

Before the approval of the minutes, Rod shared that he received a concern in regard to the comments made about the Holiday Light Parade during the Recreation Commission Meeting on 12/10/25. It was noted in our minutes as well as the Selectboard minutes that a miscommunication occurred. Rod wanted to stress that it was discussed later in our minutes that there was a miscommunication and what occurred is a learning lesson for all and we'll work better to ensure any significant changes or cancelation of annual events are communicated in a better way moving forward.

V. Recreation Department Information

A. Recreation Updates, Budget Update

- Please see attached Director's Note
- Ice Rink planned to be installed on 1/15/26

- Public concern noted over icy trails. Hannah shared that trails do not get salted as they are nature based. Some trails could potentially be sanded if there were volunteers. Best practice for icy or muddy trails is to not use them until conditions improve.
- Dog Park volunteers are responsible for emptying trash, refilling dog bags, and shoveling snow from around the gates. They do not maintain the trail but could potentially spread sand if proper equipment was available. One concern is the trail is too long to ask volunteers to carry buckets of sand. Without volunteers the dog park would not be able to remain open in the winter months.
- Betsy shared that a community member felt the trail to the Dog Park is not wheelchair friendly, mostly due to the long distance. Hannah and Ben said that the trail was built with the minimum ADA requirements but would like to know if the conditions of the trail are hindering wheelchair use. Betsy suggested making a smaller dog park at Bombardier Park East that was closer to parking and easier to access.
- The Selectboard has voted to approve the Town Budget. Department budgets will be posted soon for public review. No significant changes made to the Recreation Budget other than removal of Administrative Assistant.

B. Recap of Events, Upcoming Events, Other

- Winter Festival
 - Showing decent public interest on social media.
 - Still in need of Sponsorship. Numerous letters and emails have been sent to businesses to request sponsorship, but there has not been any response. Hannah does have one zoom meeting coming up with a potential sponsor. Hannah and Kim will share with the commissioners the list of businesses that have been reached out to so far so that commissioners can reach out to additional businesses without overlapping. Sponsorship Goal is \$2000 minimum
 - No Food Trucks at the event due to off season for trucks
 - Commissioners should spread the word about the Art Display and encourage participation
 - Hannah is hoping for large participation in the Paper Lantern Parade event. She has reached out to the school to ask for their support in student participation in making lanterns. School will offer lantern building in some class. In partnership with the Milton Artists Guild, a free lantern making class will be held on 2/7/26 from 1-4pm at the Artists Guild. Participants may also make their own lanterns at home. Use of recycled materials is encouraged.

C. Topic of Interest: Program Guide

- The planning for a Program Guide begins a season ahead of its release. This may include researching other Town's Program's for inspiration and reaching out to potential instructors.
- The Messenger is the designer and printer of the Program Guide. It is printed quarterly and is an insert in the Milton Messenger Town Newspaper.
- The cost is \$2000 per seasonal guide. Ben shared this is much cheaper than other options explored as it is included in the paper which saves greatly on postage.
- A spreadsheet is used to compile all events with details such as age range, cost, location and instructor. Hannah and Ben do have a remote volunteer who helps input data for program information
- Each page of the Program Guide has its own Word document which is then sent to the Messenger to format into the guide. Hannah is exploring the use of AI to save time on data input.
- The first draft of the Program Guide is due 1 month ahead of the release date.

- Approximately 4 to 5 revisions are made before release. Hannah and Ben aim for about a 24hr turn around to make revisions once a draft is received. The Messenger staff does not do any proof reading or edits. Going forward Hannah and Ben will send commissioners who want to participate in proofreading the drafts from the Messenger for review and edits. Commissioners are welcome to review and make suggestions if they are able.
- The final draft is due by the Monday before the release date. The Program Guide is released on the second Friday of the month on a quarterly basis

VI. Friends of Milton Recreation Update

- No Written FOMR Updates
- Approximately \$6000 in the FOMR fund account at the last update. Possibly could use portion to help fund Winter Festival if Sponsorships are not secured.
- FOMR is looking for new leadership. Those interested in more information should reach out to Matt Kelly.

VII. Milton Recreation Commission Report

Recreation Commission Goal Session – Potential Goals for 2026

- 1) Write Recreation Master Plan for next 8 years (2026-2034) that aligns with the Town Master Plan
- 2) Conduct community outreach throughout year to inform Recreation Master Plan and programs
 - Betsy shared example of Essex Rec Dept business card with QR code that sends visitors to more information and opportunities for input/feedback.
- 3) Write operational bylaws for the Rec Commission
- 4) Launch commemorative/memorial bench program (benches for walking paths)
- 5) Host a Dumpster Day
 - Milton receives \$7500 in cleanup funds through CSWD. Monies could be used to host Dumpster Day where Milton residents could drop off residential trash such as tires and household items free of charge. Also could include a shredding service and area for donations. Parameters would need to be set for details such as number of loads per household, number tires allowed, show residential identification ect.
- 6) Explore building an ADA-accessible dog park in Bombardier Park East
- 7) Secure funding to build new tennis and pickleball courts and build more courts
- 8) Pursue partnership with Relay for Life to host event in 2027 or 2028
- 9) Remove, paint, or replace metal fence around cornhole courts and horseshoe pits
- 10) Install AV equipment and replace ceiling fans in the Grange (upper level)
- 11) Expand Instructor base
- 12) Enhance collaborations with other Milton Organizations ie Library, Conservation Commission etc

Master Plan / Bylaws Discussion

- Master Plan- Town Plan will be released soon to the public. The chapter on Parks and Rec will serve as a base to build the Master Plan from. Rod and Betsy met with Hannah and Ben to discuss the feasibility of writing a Master Plan in-house. They discussed a possible timeline, what volunteer involvement would be needed, reaching out to South Burlington to see how they created theirs and determining if requesting RFP funds to hire the project out is more reasonable. Jenn shared that the library is also interested in updating their Master Plan so there may be benefits to collaborating with them if the decision is made to hire out the project.
- Bylaws- Still in discussion.

Commission Project Reports.

Betsy-

- o Milton Rec was not selected to receive the grant for Health and Wellness programming, but Betsy secured private sponsorship so it can move forward.

Jenn-

- o Submitted Behavioral Plan for Summer Camps and Programs to Hannah. Parents and Guardians will be asked to read the Policy/Agreement and sign when registering for children's programming or summer camp

Fran-

- o Met with Hannah to discuss classes for next season.
- o Interested in mentoring someone to help teach classes in the future such as becoming Tai Chi certified etc.

Rod-

- o Reached out to Milton Garden Club to discuss ideas for Flower Boxes. Could be a potential project for Boy/Girl Scouts.
- o Would like to see more community events and programs that could be run in collaboration with other organizations

Kim-

- o Has been helping to reach out to businesses to request Sponsorship for the Winter Festival

Other

- o Discussed doing more advertising of events in Front Porch Forum as well as advertising to seek new volunteers and instructors
- o Discussed moving the town Yard Sale date to earlier in the summer. Ben shared that data shows the August date has had the most participation (number of yard sales) but they are open to discussing moving the date. Also talked about the possibility of having a Winter Flea Market.
- o A new application was received for the vacant Recreation Commission seat. Applicant will attend the Selectboard meeting on 2/2/26 to be voted in.

VIII. Volunteer Opportunities Rec Commission work, and Recruitment

- Keep ears/eyes out for community members with a skill/talent that would be willing to share with the community.
- Commissioners may sign up for Volunteer Opportunities using the provided link:
[Milton Rec Events Commissioner Volunteer Signups.xlsx \(sharepoint.com\)](#)

IX. Next Meeting: Wednesday, February 11, 2026, 5:00 p.m.

X. Adjournment

Motion made by Betsy to adjourn the meeting at 6:25 p.m. with a second by Fran. Motion approved unanimously. Meeting adjourned by Rod Moore.

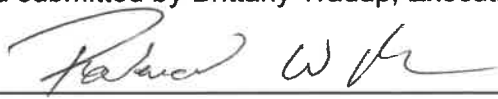
All documents pertaining to this meeting may be viewed using the following link:
[2026-01-14 Rec Comm Meeting](#)

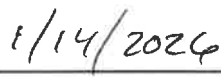
A video recording of this meeting can be found at the following location:

[GMT20260114-220314_Recording_1280x720.mp4](#)

Minutes recorded and submitted by Brittany Tradup, Executive Assistant to the Town Manager

APPROVED
MINUTES:


Rodrick Moore, Chair


Date

ATTEST:

Milton Town Clerk

Filed this day with the Milton
Town Clerk's Office.

