

**TOWN OF VASS
BOARD OF COMMISSIONERS
SPECIAL MEETING
April 25, 2018**

The meeting was called to order by Mayor Callahan at 6:05 p.m. Commissioners in attendance were: Blackwell, Callahan, Kellis, Kosem and Mosley. Also in attendance were Mabel Walden and Leigh Baggs, Consultant.

The purpose of this meeting was for the adoption of a Parks and Recreation Comprehensive Master Plan and approval of PARTF Grant application and supporting documents.

Leigh Baggs:

Ms. Baggs explained the PARTF Grant application process and documents. Her presentation covered the following areas:

- Reviewed the Comprehensive Master Plan.
- Scoring sheet and the maximum number of points the town could receive based on responses in each category.
- Total amount available for funding will not be available until applications are submitted throughout the state.
- Funds are from a dedicated source and could be rated by the General Assembly.
- Parks and Recreation Trust Authority reviews the applications. They are sent three sheets: Map, Justification for the project and cost estimates. The complete application will be available at their meeting if they want to review it further.
- The meeting will be held in the later part of the summer or early fall. At that time they rank the projects.
- Leigh reviewed the Basic Facts and Assurances form and asked who the local government contact person for the grant would be. Mayor Callahan will be the local elected official to sign the document, and Mabel Walden will be the local contact person.
- Comprehensive Park Plan:
 - History of Vass, inventory of existing facilities; Sandy Ramey Keith Park amenities, parking and Veteran's Memorial.
 - Population and demographics of Vass is standard in the state.
 - New subdivisions will almost double the population. This increase will increase the need for park facilities to serve the neighborhoods and community.
 - Leigh covered the many different types of parks throughout the state. Sandy Ramey Keith Park operates as a community park.
 - Trends in recreation.
 - Future needs are to improve the playground, walking trails that connect the school to the park.
 - Three to five year long range plan.
 - Where are we now, and where do we want to be in the future.
 - Based on survey results, and comments made at the public hearing, the playground was the number one thing residents want to see improved.

Other:

Commissioner Kosem: Asked what would be considered a link to the downtown area? Ms. Baggs replied if walking trails were linked to the downtown area, elementary school or another destination

the town would receive additional points. The link would need to be at least ¼ mile long. The trail would have to be identifiable with signage. Walking for pleasure is one of the number one rated activities in the state. Working with volunteers that will donate time towards development could affect the amount of grant funds awarded.

The board discussed ideas and routes for future sidewalks and walking trails, cost and potential funding sources.

Mayor Callahan asked if PARTF Grant funds can be used to acquire land. Leigh responded the grant can be used to purchase land or to match the value of donated land to apply for grant.

Mayor Callahan asked how many municipalities in the county are applying for this grant. Leigh has the understanding that no other communities in the county are applying for the PARTF Grant at this time.

Commissioner Kosem asked for clarification on scoring and ranking. Per Leigh, ranking does not guarantee funding.

Leigh Baggs will proceed with the application process and hand deliver the entire application package on May 1, 2018. Leigh will represent Vass at the PARTF Meeting.

Mayor Callahan asked for a motion to adopt the Parks and Recreation Comprehensive Master Plan. Commissioner Kellis made a motion. The motion carried unanimously.

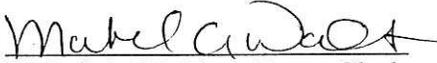
Mayor Callahan asked for a motion for approval of the documents for the PARTF Application. Commissioner Blackwell made a motion. All were in favor.

Adjournment

Mayor Callahan asked for a motion to adjourn. Commissioner Callahan made a motion to adjourn the meeting at 6:55 p.m. All were in favor.

TOWN OF VASS


Henry E. Callahan, Mayor

ATTEST: 
Mabel A. Walden, Town Clerk