

**Town of Auburn
Parks and Recreation Commission
July 10, 2017**

Commissioners Present: David Nye; Margie McEvoy; Lisa Canavan; Pat Kelly; BK Bazan

Others Present: Jim Headd, Selectman; Mike Dobmeier; Amy Lachance, P&R Coordinator

Budget Update- Electricity payment listed is incorrect and will be moved. Otherwise budget is still tight be we've been staying within our limits.

Summer Concerts- There were a lot of people who had multiple hamburgers and hot dogs and left none for the rest at the last concert. To solve this problem, we could put a sign to "please be courteous" or we can hand out tickets for their free dinner. We cannot sell these tickets since nobody is allowed to sell anything on Manchester Water Works land. It was decided that at the next concert that Parks and Rec will hand out tickets at the entrance so we will have enough food for everyone to have something.

Senior BBQ- So far we have 26 residents who have RSVP'd to the event. Last year we had around 70 attending so we expect more to call and a few to just show up that day. The event will be held on Saturday, August 12th at 1:00 pm at the Safety Complex.

Fast Track Running Program- Registration closed and we have 23 students registered. The program was designed for runners and non-runners to get prepared for fall sports. They will meet at the Safety Complex and run around the area, play games and do conditioning drills. Everything is all set to go.

Playdate in the Park- The first playdate will be held this Thursday, July 13th at the Circle of Fun. Ms. McEvoy purchased freeze pops to hand out at the event. Miss Mary from the Griffin Library will be there reading books in the gazebo. Weather looks questionable that day. We won't cancel it that day. If it happens to rains, we'll still go to the park but may offer another day if the weather keeps everyone away.

Skating Rink Dedication- The Commission wanted to dedicate the Ice Skating Rink to Helen Hiltz. Mr. Headd discussed it with Town Administrator, Bill Herman. Mr. Herman's recommendation was that we not name that park after an individual. There were many different businesses, organizations and individuals who donated money, supplies and labor. It was suggested that we add in a nice bench that would include a dedication to Helen. The Commission will discuss other creative ideas to create a special dedication for Helen since she gave so much of her time and energy to the Parks and Rec department and the Town.

Community Service Award- Mr. Nye suggested we select someone deserving of our Community Service Award. He didn't want to discuss it at the meeting so it's not on record of who will

receive it so it can be a surprise. Mr. Nye and Ms. Lachance will work on it and discuss with the Commission off the record. It will be announce once it's presented to the recipient. Any Commissioners who have any thoughts or suggestions on this could bring it to Mr. Nye or Ms. Lachance.

Color Printer- Mr. Bazan is looking into a few options for color printers for the department to create flyers to post around town and in the new kiosks. He will present a few options that he feels would work best for our needs.

New Fall Programs- Ms. Lachance presented two new programs that could be started this fall. Similar to the Fast Track Summer Running program, these would be paid for by participants and would require no Town funding.

Creative Movement class will be for children ages 3-5 will be held at the Safety Complex meeting room. The cost to the participants would be \$40 for the 4 week program. As a kick off to the program, instructor Amy Carlson offered to teach a free class at one of our Playdate in the Park programs.

The second program is a *babysitting certification course*. The AVS PTA no longer offers this popular program so we'd love to offer it through the Parks and Rec. Again, this would be funded by the participants. We are hoping to offer this in November when fall sports have ended.

The Commission agreed to go forward with both of these programs. Ms. Lachance will go to the Board of Selectmen tonight to get approval for the funds to come in through registration fees but then go out to pay the instructors.

Truck or Treat- Ms. Lachance along with Melissa Gates from the Police Department want to start a Halloween program called "Truck or Treat". This is an event where the children will come, in costume, to a specified location and will trick or treat from the trucks of decorated cars. Ms. Gates will discuss the details of the event with the Police Chief to be sure he feels it is a safe option. It was suggested that the event be held on Sunday, October 29th from 5-7 pm, after the town trick or treating has ended. The location will be determined by how many preregistrations are received. The first year will start basic. If successful, more events can be added. The Commission agreed to go forward with the idea.

Fence Update- The fence at the Safety Complex field was damaged a few weeks ago. The estimate to repair the fence came in at \$800. Ms. Lachance discussed it with Mr. Herman and he suggested it could be paid through the Insurance Retention account. We will continue with this so the repairs are completed quickly.

Facility Use Agreement- Ms. Lachance updated the Facility Use Agreement form. The same words were used but in a format that was clearer to read. More contact information was

added since there wasn't any on the old form. The Commission agreed to start using the new form.

Facilities Update- Mr. Dobmeier reported that the kiosks are almost complete except for the one that will be added to Wayne Eddows shortly.

The repairs at the Circle of Fun are complete. There was no cost to the repairs since the structure was still under warranty. With some extra pieces, new stairs will be constructed. Swings were raised to discourage kids from flipping them over the top. Some more brush clearing needs to be done.

ASAP Landscaping needs to be contacted about the disposal of the grass clippings at Wayne Eddows. The decaying grass smells bad. Mr. Dobmeier suggested that it to be disposed of behind the minor's field, to the far right. There is a back to bring it in to the woods. This is where the clippings have been dumped in the past.

Something needs to be done about the parking lot at Wayne Eddows Field. The parking lot has been damaged many times this summer with drivers coming in after hours, recklessly driving around and tearing up the parking lot. It has to be cleaned up each time and has been regraded about 4 times this season. Mr. Dobmeier has suggested that a gate is installed at the entrance to be "locked" with just a pin to deter drivers from coming in after hours. There is a video surveillance camera installed at Wayne Eddows. At this time, the system does not have the capability to record. Mr. Bazan offered to look at it to determine what equipment is needed. During the budget time, we will in to adding both options into the 2018 budget.

Zach Eaton will start working on the dugouts at Wayne Eddows later in the summer when his schedule opens up.

We will begin working on the 2018 budgets shortly. Everyone needs to have their requests in by September 1st. Anything that is needed should be requested at this point.

The tour of the Wayne Eddows park with the Selectmen was very helpful. Selectman Phillips requested seeing the full plan for the future of Wayne Eddows. Mr. Nye said that the Parks and Rec Commission presented this to the Selectmen a year or two ago. Ms. Lachance will find those plans to have them ready for this year again as well as the meeting minutes when it was first presented.

Soccer Update- Paint machine is working well. Budget requests will come in by September 1st. Mainly Grass is doing great for the fields this season. Irrigation is working well. Mr. Nye had a conversation with Selectman Eaton about a new well. He said there was a possibility of helping fun that. Mr. Nye will bring more information shortly. Right now, the soccer fields are on the artesian well. Sometime soon, the doors on the sheds need to be fixed. They are looking a little sad. End caps on the soccer benches have been replaced.

Fall season scheduling is going well. About 90 kids have registered already. With a new field, we could accommodate a lot more players.

Other Business- New shirts and new flags will be needed. Also some new solar lights might be needed at Wayne Eddows to light the flags. One of our picnic tables was taken from Circle of Fun so that will need to be replaced.

Minutes- Ms. Canavan motioned to accept the minutes from the June 12, 2017 Parks and Recreation Commission meeting. Ms. McEvoy seconded the motion. The motion passed unanimously.

Ms. Canavan motioned to adjourn the meeting. Ms. McEvoy seconded the motion. The motion passed unanimously