

**Town of Auburn
Parks and Recreation Commission
August 4, 2014**

In attendance were: Mr. Tim Therrien chairman, Mr. Kim Lufkin, co-chairman, Mrs. Lisa Canavan, commissioner, Mr. Jim Headd, selectman, Mr. Dave Nye, alternate commissioner, Ms. Margie McEvoy, alternate commissioner, and Mr. Mike Dobmier, facilities representative. Ms. Maureen Juliano, concert series organizer, Ms. Lori Collins, new AVS principal, Mr. Matt Acker, new AVS athletic director, Ms. Karen Koutsavlis, 360 Fitness, and Ms. Karen Norris and Ms. Audrey Trickett, Auburn residents, were also present. Mrs. Helen Hiltz was recording the minutes.

The Pledge of Allegiance was led by Mr. Tim Therrien.

August Concert

Mr. Mike Dobmier will unlock the electrical outlets for the concert. The check for the band has been processed. Ms. McEvoy confirmed that the Longmeadow Church will again be providing popcorn for the event. Mr. Tim Therrien asked Ms. Hiltz to invite the Historical Society to present informational literature or any historical displays at the event.

Lori Coleman, New AVS Principal and Matt Acker, New AVS Athletic Director

The Committee met Ms. Lori Coleman, new AVS principal, and Mr. Matt Acker, the new AVS athletic director. Ms. Coleman and Mr. Acker were welcomed. The Committee stressed their desire to develop a close working relationship with the school. Mrs. Hiltz reviewed the town policy for field reservation at the Safety Complex Field and Wayne Eddows fields. A field usage form was distributed. Mr. Therrien asked that the Committee be notified when the school has their field day at the skating rink so that we could insure optimum conditions for the event. Mrs. Hiltz asked if it would be possible for the ASC to utilize the school field on Friday afternoons, after school, and what the procedure would be for reservation of the field. Mr. Acker noted that he was currently working on schedules and would know more after that task was completed. Mr. Therrien asked if flyers for the skating party, etc. could be distributed to the students. Ms. Coleman noted that the flyers had to be reviewed by SAU prior to distribution so she asked for a copy of flyers in advance so that approval could be obtained. Ms. Coleman also noted that town events could possibly be publicized on the board in front of the school. Mr. Acker asked if there was someone available to assist him with gaining the knowledge to properly mark the lacrosse/soccer fields. Ms. Karen Kousavlis volunteered to assist as she has performed that function in the past. Ms. Hiltz noted that the ACS would have the knowledge and the experience with orientation of the field etc. Mr. Acker was given Mr. Pat Kelley's contact information. Mr. Acker also noted that there was an interest in starting some cross country, possibly utilizing some of the Manchester Water Works trails. Mr. Acker was given Mr. John O'Neil's, Water Works representative, contact information.

Karen Koutsavilis – 360 Fitness – Injury Prevention Workshop

Ms. Koutsavilis stated that she was looking for an indoor venue to hold her 360 Fitness classes once bad weather came. She also noted that she has fitness and diet workshops scheduled for September, October and November. She is also interested in putting on some sport injury prevention workshops. Mrs. Hiltz noted that Mr. Pat Kelly is interested in receiving

some information on these workshops. Contact information will be forwarded to Ms. Koutsavalis. Mr. Kim Lufkin asked what credentials Ms. Koutsavalis had. She is licensed and has a degree in exercise science. She has also been a strength and conditioning coach and a personal trainer. Ms. Koutsavlis asked if she could distribute some informational literature at the summer concert. The Committee approved informational literature to be distributed.

Painting of Lines and Other Maintenance for Soccer in Off Season

Mrs. Hiltz asked who is responsible for painting the lines for the off season reservations on the soccer field. Mr. James Demers used to mark the field and is no longer involved with soccer subcommittee. The Committee determined that the ASC should be responsible for the marking of the fields.

Sprinkler System at Wayne Eddows

Mr. Tim Therrien gave an update on the sprinkler system at Wayne Eddows. Many of the sprinkler system heads need to be replaced. 15 to 20 heads have already been replaced and Mr. Therrien anticipates that another 15 to 20 will need to be done. Mr. Therrien is replacing the heads with stainless heads to minimize the need for future replacement. If we can dig and cut the hard top without renting equipment we could save ~\$500.00 but the cost of the project will still be an overrun of what was originally anticipated. The ASC has donated \$300.00 to the effort.

Skate Park Proposal

Ms. Karen Norris, Auburn resident, shared a preliminary design proposal for the skateboard park that she is proposing be placed in the back area of the Safety Complex. Ms. Norris emphasized the fact that the park would be built with funds that would be secured through donations, grants, and fund raising, not tax payer funds. Ms. Norris has presented her proposal to the Board of Selectmen twice and Mr. Jim Headd noted that the Board of Selectmen is in support of the project. Ms. Norris presented a fundraising flyer that she has made up. She asked if she could distribute the flyers at the summer concert. The Committee determined that any literature that referenced fund raising would not be allowed but she could change the wording of the flyer and distribute the flyer for informational purposes at the concert. Mr. Matt Acker offered to assist Ms. Norris with fund raising efforts. Mr. Kim Lufkin asked Mr. Jim Headd if there needed to be any sort of public declaration of this project. Mr. Headd reiterated that the project was not being funded by any tax dollars. All funds would be raised privately. There has even been discussion at the Board of Selectmen meetings about what would happen if not enough funds were raised privately. There were several options that could be investigated at that time. Options include refunding the monies and putting a warrant article on the ballot to ask the tax payers to approve the balance of the funds.

Request for a Memorial Bench at Circle of Fun Playground

Mrs. Hiltz has received a request to have a memorial bench placed at the Circle of Fun Playground. The Committee discussed the issue and reviewed the proposed bench. Mr. Matt Acker suggested that a garden sculpture be considered to add an artistic element to the park. Ms. Margie McEvoy suggested having one memorial bench that names could be added to. After much discussion, it was determined that benches would be allowed (if there is no objection from Manchester Water Works) but the Committee would get specifications on a

granite bench (to minimize future maintenance issues) and insure consistency throughout the park. It was determined that it would be best if the Parks and Recreation department received the funds from the requestee and ordered and scheduled the installation to insure that it was done safely. Mrs. Lisa Canavan made a motion to accept the proposal. Mr. Kim Lufkin 2nd the motion. All in favor. Mrs. Hiltz will get specifications and current pricing for a bench similar to the one that is already on site.

Lighting of the Flag Pole at Bi-Centennial Park

Mrs. Lisa Canavan has looked into the cost of purchasing a solar light fixture to light the flag pole at Bi-Centennial Park. The model that she was proposing has been discontinued. The Committee looked at other models. There are many considerations that need to be investigated, especially with solar lighting. The topic was tabled until the September meeting. Mr. Kim Lufkin will investigate the options and will make a recommendation at that time.

Ant Treatment

Mrs. Hiltz confirmed with Mr. Bill Herman that ant treatments were **NOT** included in the lawn maintenance contract. We will need to get quotes and then determine our course of action. Mr. Therrien asked if there were any emergency town funds that could assist with this effort as the problem is bad. Mr. Jim Headd stated that Mrs. Hiltz should submit the quotes for consideration.

GPS Soccer Camp – 8/4 to 8/8

Mrs. Hiltz stated that there was a scheduling miscommunication again this year and two soccer camps were scheduled at Wayne Eddows field at the same time. It was fortunate that the camp that Mrs. Hiltz had on record as reserving the field had to cancel due to low participation numbers. Mrs. Hiltz is in the process of investigating why reservations are falling through the cracks. She reiterated the importance of all field reservations being channeled through her and proper paperwork being filled out.

Moving of Plants at Circle of Fun Playground

Mrs. Hiltz did check with Mr. John O'Neil, Manchester Water Works, to insure that transplanting flowers etc. from one location to another at Circle of Fun would not be a concern. Mr. O'Neil stated that as long as we stayed within the same footprint, it would not be a concern.

Winter Carnival:

Mrs. Hiltz will invite the fire department, road agent, etc. to the September Parks and Recreation meeting to discuss the winter carnival.

Mrs. Lisa Canavan made a motion to accept the July minutes as written. Mr. Kim Lufkin 2nd the motion. All in favor.

Mr. Tim Therrien made a motion to adjourn the meeting at 7:15. Mr. Kim Lufkin 2nd the motion. All in favor.