

**Town of Auburn
Parks and Recreation Commission
November 7, 2023
6:00 pm
Severance School Community Center**

Commissioners Present: Zach Eaton, Chairman; Margie McEvoy, Vice Chairman; Mary Royer; Dave Oliveira; Pat Kelly; Tom Carroll, Selectman Representative

Others Present: Amy Lachance, P&R Coordinator; Rory Hirl, ASC President

2024 Budget Prep- November 28 is our budget meeting with the BOS. Change the "Recreation Community Service Award" line from \$150 to \$200 as the 2023 plaques were just ordered and the price went up. Also, to clean up some of the Severance lines, it would make more sense to change "Recreation Severance School Janitorial" to "Recreation Severance School Building Maintenance". With that change, the items fire alarm monitoring, septic system pumping, phone line for fire alarm monitoring and lawn mowing should be moved to the Building Maintenance Line.

Mr. Eaton motioned to increase the Recreation Community Service Award line to \$200, change the line title Severance School Janitorial to Severance School Building Maintenance and move the above mentioned items into that Building Maintenance line. Ms. Royer seconded the motion. The motion was passed unanimously.

Recreation Improvements line included the clubhouse repairs, pickleball court update and Wayne Eddows sidewalk/groundwork. There was discussion over the summer to do some fence work on the softball field. Zach got a quote for \$11,000. He will bring that to the Little League board. If not, it may be added to the 2025 Rec Improvements.

The fence to the entrance of the new parking area needs a little work. Zach will get a quote and it can probably get paid out of the current budget as long as it's done by the end of the year.

Tom gave a quote for \$2,258.81 for the clubhouse repairs. There is enough in our General Maintenance line. We may have paint left from the last project. If not, there is enough to purchase what is needed. Once this project is completed, it can be removed from the 2024 proposed budget.

Ms. Royer motioned to approve up to the amount of \$3000 to repair the clubhouse. Ms. McEvoy seconded the motion. A vote was taken, Mr. Carroll abstained. The motion passed 5-0-1.

We'll also be able to remove the request for \$15,000 Pickleball Court repairs out of the 2024 budget. Mike Dross is going to make a cut in the edging of the rink to allow the water to escape to relieve the puddling. Major renovations to the courts will be put on hold for a year or 2.

If we are able to get a price for the sidewalk work at Wayne Eddows, we could possibly do it out of the 2023 budget too. Pat will look into a price. If not, we'll keep it in the 2024 budget. The BOS meeting will be Monday, November 27 and the Budget Committee will be on Thursday, December 14

Tree Lighting- Steve Repoza has again volunteered to hang the lights on the tree. Most are still up from the previous year but some were cut over the summer. Otherwise, it's all ready to go on Sunday, November 26 with DJ Laura playing music, Margie and Mary serving hot chocolate, Jen arranged for Sarah Belanger from AVS to make the cookies and the AFD will bring Santa on the fire truck. The event begins at 6:00 pm.

Polar Express Movie Night- Will be held on Friday, December 8 at AVS. Preregistration is open but registration is also available at the door. The doors open at 6:00 pm and the movie starts at 6:30 pm.

Senior Dinner 2024- Over the past 50 years, the volunteers have done a wonderful job putting together a large turkey dinner for the residents. Unfortunately, there are no longer enough volunteers that can cook a meal of that size. Mary did some research to have the event catered but the organization that might be within our budget is not available. Other options were beyond our budget. Therefore Margie, Mary and Amy are looking into starting a new tradition in 2024 either in February or March. More details to come.

Town/ASC Wayne Eddows MOU- A draft of the memorandum of understanding between the Town and the Auburn Soccer Club was created over the summer and Pat and Chris (Auburn Town Administrator) made edits. Once the document is voted on by the Commission, the final version will be presented to the BOS for final approval.

In an earlier version, Pat suggested that paint and sandbags are paid for by ASC but they would not pay a third of the annual trash cost to avoid each group paying each other. To keep the accounting more accurate, this would not be an even swap. The Commission agreed to keep it as is.

Pat also commented to move "furnishing field paint, sandbag goal anchors and replacement nets" from ASC responsibilities in section 4.a to the Town responsibilities in section 4.b. The phrase "if approved in the annual town budget" was added to that change.

In section 4.a.vii, "Costs for trash removal from April-November will be split between the Town (1/3), Auburn Little League (1/3) and Auburn Soccer Club (1/3)" needed a vote by the Commission.

Mr. Eaton motioned to split the annual cost of trash removal between the Town, Auburn Soccer Club and Auburn Little League. Ms. McEvoy seconded the motion. The motion passed unanimously.

Mr. Kelly motioned to approve the Memorandum of Understanding between the Town and Auburn Soccer Club regarding the use of Wayne Eddows as presented with the change of moving "furnishing of sandbags, goal anchors, replacement nets and field nets" from 4.b to 4.a and include "if approved in the annual town budget". Remove "The Town will contribute to cost of paint" in 4.b.ii as it was already addressed in a previous section. Mr. Oliviera seconded the motion. The motion passed unanimously.

Clubhouse/Irrigation Winterizing- Massabesic Irrigation winterized the soccer field but not the other fields or clubhouse. However, Matt Plaza was already scheduled to do all and will send us an invoice. Going forward, if someone other than Matt is planning to do any work, coordinate with each other so we don't have 2 people doing the same job.

Craft Fair- A suggestion was given to Mary about doing an indoor craft fair at Severance. Amy will look into possibly scheduling that in the spring.

Little League Update- Fall ball went well. Record numbers of teams this year through Lamprey River. Everything is wrapping up now.

Auburn Soccer Club- Pat is wrapping up his time as the President of Auburn Soccer Club. Rory Hirl, who was present at the meeting, will take over in the new year along with Tim Billingsly as the Treasurer. They will be moving the paint out for the winter and the pole pads will be removed for the winter.

Review of Minutes- *Ms. Royer motioned to accept the minutes of October 3, 2023, Parks and Recreation Commission Meeting. Mr. Eaton seconded the motion. The motion passed unanimously.*

Next Meeting- The next meeting will be **Tuesday, December 5**, at 6:00 pm at the Severance School Community Center where we will do the Helen Hiltz award presentation.

Other meetings include the budget meeting with the BOS on Monday, November 27 and the Budget Committee on Thursday, December 14. Both meetings will be held at 7:00 pm at the Town Hall.

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