

**Town of Auburn
Parks and Recreation Commission
March 10, 2014**

In attendance were: Mr. Tim Therrien, chairman, Mr. Kim Lufkin, vice chairman, Mr. Alex Eisman, commissioner, Mrs. Lisa Canavan, commissioner, Mr. Dave Nye, alternate commissioner, Mr. Pat Kelly, alternate commissioner, Mr. James Headd, Selectman, Mr. Armand Michelet, Mr. Mike Dobmier, facilities representatives, Mr. Chris Webster, YMCA representative.. Mr. James Demers, Ms. Dee Cleary, Ms. Maureen Juliano and Mrs. Audrey Trickett, Auburn residents, were also present. Mrs. Helen Hiltz was recording the minutes.

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

Summer Concert Series

The concert dates and bands have been secured per below list.

Thursday, June 19, 2014 - 6 p.m. - 8 p.m. Brickyard Blues- This band rocked the gazebo last summer in our first summer concert and we are happy to invite them back to kick off our second season.

Thursday, August 21, 2014 – 6 p.m. to 8 p.m. The Mirage Band – This exceptional group of multi-talented musicians has an impressive repertoire which includes all musical styles spanning several decades so...something for everyone!

Saturday, November 8, 2014 - 6 p.m. – 8 p.m. Auburn Coffeehouse – A relaxed, indoor coffeehouse experience with Wild Card and various local musical guests, taking place at the Auburn Village School stage. Come have coffee and dessert while listening to some fun music!

All concerts are FREE of charge, and include a free raffle. Everyone attending receives a raffle ticket, even the kids!

Mrs. Hiltz noted that Pastor Ruth Gallot from Longmeadow Church had contacted her and stated that the church would like to be more involved with the community. The church has heard about the concert series and is offering to make free popcorn available at the concerts. The Committee was thank-full for the offer and is glad to see the community involvement. Mrs. Hiltz also noted that Pastor Gallot mentioned that the area in the downstairs of the church was available for future usage. Cost would be minimal. The committee will keep that in mind for smaller events planned in the future.

Mrs. Hiltz stated that Mr. Rick Sirios, director of the Griffin library, has also offered the usage of the library and patio for P&R needs.

Memorial Day Bazaar

The Memorial Day Bazaar is scheduled for May 25th. Mrs. Hiltz has confirmed that Hooksett Fireworks will be working with us again this year. The Traveling barnyard and the Reptiles on the Move exhibit has been confirmed for this year. Mrs. Hiltz has received a quote from Michael Ferrarini, the DJ that provided music at the winter carnival. His quote is for \$400.00 for a 5 hour period and included DJ services with karaoke. The Committee agreed

that we would hire Mr. Ferrarini for the Memorial Day event. Mrs. Hiltz stated that she did receive proof of insurance from the Bouncy House provider – Village Idiots. She also asked Fun Bounce Inc. (the vendor we have been utilizing for the last couple of years) if they could sharpen their pencils and come in with a lower price. They came in with a \$600.00 quote and said that that was the best they could do. There was much discussion about whether it was worth the risk of taking on a new vendor (has no references for the Bouncy House business as this is their first year offering this service) for \$150.00 difference in pricing. The decision was to utilize Fun Bounce as they have provided great service for us in the past. Mr. Therrien will contact them to see if he can negotiate lower pricing. Mrs. Hiltz noted that two face painters have been secured for the event and a third is available if we still want 3. One of the face painters informed Mrs. Hiltz that she acquired a new tattoo airbrush system that speeds up the processing a great deal and she is offering to do face painting and provide the airbrush system at no extra cost. The Committee liked the idea of having the system available but would still like to have 3 face painters as well.

The need for tents was discussed. Mr. Therrien noted that the money for a tent was included in this year's budget. Mr. Therrien will also check with Larry – the Food Guy to see if we can use his tent as well.

Mr. Therrien will contact JR Rosencrantz to confirm that we can utilize their gator and trailer again this year.

Mrs. Hiltz has requested clowns that will work the crowd from the Shiners Clowns but has not heard back from them.

Mrs. Hiltz stated that the recent training that she attended at Primex suggested that all volunteers at events be rostered.

Sub-committee for the Skating Rink

A discussion took place about the volunteers that assist with grooming etc. at the skating rink. It has come to Mr. Therrien's attention that the volunteers who are doing the work are not covered under the town insurance while performing this service.

Mr. Alex Eisman made a motion to establish a subcommittee for the Ice Skating Rink. Mrs. Lisa Canavan 2nd the motion. All in favor.

Mr. Therrien will chair the subcommittee. Mr. Frank Trebly and Mr. Chris Webster will sit on the committee. Mr. Dave Nye suggested that sign "authorized personnel only" be put on the four wheeler.

Mr. Therrien stated that discussions were had with Primex on potential puck flying liabilities at the rink. The unfenced area at the skating rink needed to remain open for plowing purposes. It was determined that "due diligence" would be well served by placing signs on either side of the open area stating that parking was not allowed between the signs. Signs will be ordered.

Field Reservations

A discussion ensued about the increase in field reservations and blanket reservations. In some cases the blanket reservations are being requested well in advance of the season and may not

be indicative of actual need. It was noted that non- Auburn clubs have the fields reserved and the Auburn clubs do not have their reservations in yet. Mrs. Hiltz noted that the current policy is a “first come, first serve policy”. She does send out reminders to all clubs. She has accepted reservations from clubs who have reserved the fields on the same dates/times for the last couple of years in anticipation that the Auburn clubs will have the same need as in the past. The Committee agreed that a reservation deadline date would be established for all of the Auburn clubs. Auburn clubs would have top priority on reservations for actual need until this deadline date. If a need was considered potentially excessive, the P&R would ask for detailed scheduling information. After the deadline date, a first come, first serve policy would be in effect. The Auburn clubs would also have priority on the prime field – currently Wayne Eddows. A deadline date was not established at this time. Mr. Pat Kelly will investigate what will be a realistic deadline date. This policy will become effective in 2015. Mr. Therrien noted that there should be plenty of fields available, including two baseball fields that can be utilized as well. There should also be multiple practices of U11/U12 teams on at the same time as an entire field is not required.

Mr. James Demers, representing United out of Derry, is looking to reserve some field time.

Mrs. Hiltz stated that she has not received any field reservation requests from the Auburn school or the Auburn Little League as yet.

Renewal of Terms

Mrs. Hiltz notified the Committee that the terms for Lisa Canavan and Pat Kelly were up in March. Ms. Canavan and Mr. Kelly both asked to be considered for another term. All in favor.

Garden Club

Ms. Dee Cleary presented a recommendation for the newly formed garden club to work with the Parks and Recreation department to beautify the community and work on upcoming projects. The Committee recommended that the garden club survey the town properties for possible beautification projects as well as work on projects.

Mr. Kim Lufkin made a motion to establish a garden club subcommittee. Ms. Lisa Canavan 2nd the motion. All in favor.

Ms. Dee Cleary will be the chairman of the committee. Ms. Margie McEvoy volunteered to work with the club. Mrs. Hiltz will put notification in the Village Crier.

Other

Mrs. Hiltz stated that a field request has been received from 360 Fitness. She asked if anyone had any reservations about allowing the business to utilize the field. The requested time would be AM hours so no scheduling conflicts would occur. No reservations were noted. Mr. Therrien suggested the Safety Complex Field be utilized.

Facilities

Mr. Armand Michelet stated that the bulb at the flag pole was replaced. Mr. Therrien will investigate the cost of retrofitting this light with LED lights. Mr. Michelet noted that new trash

barrels would need to be purchased. He suggested that we purchase 30-35 gallon cans instead of the larger ones. The larger ones were too difficult to empty.

Soccer

Mr. Pat Kelly asked for clarification on field fees for the Auburn Soccer Club. The Committee stated that the Auburn Soccer Club, the Auburn School, and the YMCA were exempt from paying field fees as the majority of the participants are Auburn residents. It has been determined that now that the Auburn Soccer Club is established, the club would be held responsible for buying their own paint, nets, etc. The Parks and Recreation Department will maintain the fields. Mr. Kelly asked if the sprinkler system would be completed this year. Mr. Therrien stated that system would be completed this spring.

Mr. Alex Eisman made a motion to accept the February meeting minutes. Mrs. Lisa Canavan 2nd the motion. All in favor.

Mrs. Lisa Canavan made a motion to adjourn at 8:05. Mr. Alex Eisman 2nd the motion. All in favor.