

**Town of Auburn
Parks and Recreation Commission
November 12, 2018**

Commissioners Present: Lisa Canavan, Co-Chairman; Pat Kelly; Margie McEvoy; Dave Oliveira; Zach Eaton; Jim Headd, Selectman

Others Present: Amy Lachance, P&R Coordinator

Budget 2018- The updated 2018 budget was presented with all current invoices paid. Pending invoices for the P&R operational budget include the skate rink parking lot apron was paved, \$80 for coffee house, repairs to the glass on the hut at the skate rink, the dumpster for the roof repair at Wayne Eddows.

The Recreation Improvements budget still has \$11,000 with many projects nearing completion. The fence on the softball field is still in progress but a lot has been done over the past week. Mr. Eaton requested the funds for the wallball project to be encumbered for it to be completed next spring. While the ground is prepped, Mr. Eaton is not having any luck to get a quote for the project or someone to come out and do it. Ms. Lachance and Mr. Eaton will work on getting a contract before the end of the year so we are able to encumber the funds.

Mr. Dobmeier has requested the purchase of a walk behind leaf blower if there are funds available. He got an estimate for \$1,077. Even though the landscapers clear the leaves, this would be helpful when clearing the basketball court and skateparks. This request has been put on hold until the next meeting when we know for sure if funds would be available.

2019 Budget- Parks and Rec is scheduled to meet with the Board of Selectmen again next week (November 19th). Mr. Eaton and Mr. Kelly are working to the quote for all the lights at Wayne Eddows (soccer and baseball/softball) as requested at the last budget meeting with the Board of Selectmen. Mr. Eaton will be talking to Gemini about the installation and upgrade of the existing lights. Numbers for the new lights have been coming in but we don't have a hard number yet. Through a verbal conversation with Tom Skeffington, Mr. Kelly was told it would cost \$700 each for 50' wood poles, \$400 each to install and estimated trenching and install wiring would be \$15,000 for the soccer field. The hard numbers from Poles Plus of \$1,250 per fixture, \$500 for brackets, etc. To give more time to get solid numbers, Ms. Lachance will request that our meeting the with BOS be moved to Monday, December 3rd.

Skating Rink quote came in at \$9700 for the large rink and \$7800 for the smaller rink. The quote came from Sport Courts New England. Mr. Eaton requested that we have a guarantee on the work before they begin. Our original estimate was \$13,000 so this new quote came in only about \$5,000 higher. Ms. McEvoy asked Mr. Headd if the Selectmen could pay for this project since they installed the original rinks.

Ms. Lachance got quotes for the fence/guardrail at the Safety Complex field. The guardrail was a lot more expensive but is the preferred look that the Commission wants at the field. Mr. Eaton suggested that we could still go with the guardrail but just a smaller portion of the area, only in front of the parking lot (dirt corner to dirt corner). This would keep the vehicles from the players which is the biggest concern. If we can get a good price, our first choice would be a guardrail. If that's still too expensive, we could buy poles and place them on the edge. Ms. Lachance will get quotes for all.

Election of Chair and Vice-Chair- Mr. Kelly nominated Lisa Canavan for the position of Chairperson and Margie McEvoy for Vice Chairperson through March 2019. Mr. Headd seconded the motion. The motion was passed unanimously.

Open Commission Position- So far there are no applicants for the open position for Parks and Recreation Commissioner. It was listed in the November Crier. The position will remain open until the position is filled.

Fall Past Programs- The *Trunk or Treat* was very well attended. The APD gave out free french fries, the First Assembly Church gave out free popcorn and there was a student that was a medium who was giving readings. The DJ was lots of fun and the participation of the AFD, the library and local businesses helped to make it a huge success. Next year Halloween will fall on a Thursday. The new Teen Council suggested a spooky walk or haunted house in the community room.

Coffee House Concert was a Longmeadow Church this year. It was cozier in the church instead of the school cafeteria. The room was full and everyone had a great time. We'll stick with that location next year.

Upcoming Programs- There was only one family signed up for *Family Dodgeball* so the event will be cancelled. This is our second time trying this event with no success. The idea of the *Santa Calling* was cancelled for this year as well. With so much going on in the department, there wasn't time to pull it all together this year. We'll try again next year.

Dugout Painting- Prisoners from the Rockingham County Department of Corrections came to paint the dugouts at Wayne Eddows. They painted for 3 days and weren't able to complete the project. They underestimated the time it took to complete the project. Unfortunately, not one dugout was completed. As long as the weather holds up, either Mr. Eaton or Ms. McEvoy will finish the priming. It was requested not to have the prisoners return in the spring. Ms. McEvoy suggested we look into Fidelity to come in the spring to finish the job.

Winterizing Wayne Eddows- Matt Plaza has already been by to blow out the sprinkler system for the year. The club house still needs to be winterized. Mr. Eaton will take care of that. The Little League will take in the AED when they clean out the clubhouse for the year. The battery pack and the pads were just changed this year so we should be fine for three years.

Ski Sheds for the Ski Program- With the school under construction this year, we are looking for a new location to keep the ski sheds during the program. This is where the students drop their ski gear in the morning of the program. There is no room at the school during the construction. Leaving them at the Safety Complex could interfere their day to day operation. The best solution seemed to be the parking lot at the skating rink. The Commissioner were OK with the idea. We'll need to be sure the lot is plowed and ask Mike Dobmeier to clear in front of the doors on Tuesdays and Wednesdays.

Parks and Rec Logo- As we are working towards "rebranding" our department, Ms. Lachance proposed three logo ideas that were developed by Auburn resident, Mei Hayes. Of the three suggestions, everyone seemed to like the first option with a kite. We'll start using this logo as we go forward. We'll start sending a P&R brochure to new residents as they move into town... "recreation starter kit".



Basketball Summer Camp- Mr. DeGraffe, the AVS teacher and Basketball Coach and Camp Adventure Counselor, asked about doing a P&R Summer Basketball Camp this year. Dr. Collins gave her OK as long as there is room at the time we are requesting. Mr. DeGraffe suggested two half day camps with younger students in the morning and older in the afternoon. The Commission agreed that the camp should be a full day camp. Half day camps are difficult for working parents. Ms. Lachance will discuss it with Mr. DeGraffe.

Disney On Ice Discount Tickets- We have the opportunity to order group tickets and offer them to the residents at a discounted price. Tickets that don't sell will be release back and will not be billed to us. No transportation will be included. The deadline to purchase tickets will be December 15th.

Brick dedications at Circle of Fun- Ms. McEvoy suggested we start the brick dedication program again. The MOM's club did this project years ago as a fundraiser for the playground. May people have been asking about getting a brick. The company we used before was "Bricks R Us" and David Nye volunteered to install them. Ms. McEvoy wanted to see what it would take to get the program going again and we'll recruit volunteers to help install the bricks. Ms. Lachance will get prices and we'll move forward.

Facilities Update- The picnic tables have been put away at Wayne Eddows. The flags at Wayne Eddows have been brought in as well. Most of the picnic tables throughout town have been brought to the Circle of Fun to get them ready to be stored for the winter. Those will be put away Wednesday, November 14th and the trash cans will be brought in at the same time. AFD will be taking in the flags from the poles around that time as well. Next week will be Ms. McEvoy's last week for the season.

Little League- Fall Ball just finished up for the year. The fence will be complete shortly. The clubhouse will be winterized. The garage will be cleaned up and the signs will be taken down.

The Little League already paid their portion of the fence which was \$1,750. The balance will be paid by P&R. The farm field was redone this year by Matt Plaza.

Auburn Soccer Club- The season just wrapped up. The U11 Boys won the state championship. The field got a little torn up when the season ended on a very rainy weekend. It should bounce back in the spring. Tough weather this season. The portable lights should be removed shortly.

Review of Minutes- *Ms. Canavan motioned to approve the minutes from October 8, 2018. Ms. McEvoy seconded the motion. The motion was passed unanimously.*

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