**Town of Auburn**

**Parks and Recreation Commission**

**May 13, 2019**

**Commissioners Present**: Lisa Canavan, Chairman; Margie McEvoy, Vice Chairman; Pat Kelly; Zach Eaton; Mary Royer; Todd Bedard, Selectman

**Others Present**: Amy Lachance, P&R Coordinator; Mike Dobmeier, Facilities Manager

**Budget Update**- The updated of the 2019 budget is attached to the agenda. Other than the purchase of the P&R truck, no big expenses since the last meeting. A lot of expenses will come next month with Old Home Day coming up quickly.

The Commission will meet to work on the 2020 budget after the regular meeting on June 10th. Amy will post the regular Commission meeting to start at 6:00 pm and the budget meeting will be at 6:30 pm. Please come prepared with a list of items, projects or programs along with basic prices of anything that you’d like to see added to the 2020 budget. We’ll meet in June, again in July and if all goes as planned, we’ll submit it in August. While looking into items to add to the budget, keep in mind any big projects that may want to be added to the CIP. Amy will bring a copy of the current CIP to the budget meeting and we can begin the discussion of where we want to go.

**Severance School**- Mike asked how the possibility of the Severance School would impact our budget planning. At this point we don’t have the numbers from Manchester Water Works to plan. Todd spoke with John O’Neil from MWW and he said that he’s hoping to get this all settled by the end of the summer. The next step is a meeting with the BOS and MWW to firm up some the details. Bill Herman and Amy will come up with a letter of intent to present to the BOS how and why P&R Commission plan to use the building. Amy will finish that up before the next Commission meeting and then vote as a group to move forward.

**Dedication Bricks**- We have received 6 orders to date for the bricks for the walkway. The deadline is June 28th.

**Summer Concerts**- Maureen Juliano has everything all lined up and ready for this summer’s concerts. The first one is June 20th at 6:00 pm at the Circle of Fun. Although we have been lucky in the past with weather, we need a solid plan in the event of rain. Bringing the band inside to Longmeadow Church would be too loud and the space is fairly limited. Rescheduling is not really and option as the bands tend of have their summer schedule full months in advance. In the event of rain, we will cancel the event for that night. If it’s possible with the scheduled band or another band, we’ll try for another night at some point in the summer.

**Town-Wide Yard Sale**- The event was a success with 53 participating locations. It’s down a little from last year with 70. There were lots of people all over town with the Boy Scout selling Krispy Kremes, AHA Plant Sale, Library Mini Book Sale and Shred Day. The only issue was the amount of unregistered yard sales throughout town. Unfortunately, there is nothing we can do to stop those sales. All registered sales were on the map and had a large yellow sign. Amy sent out a survey to all who participated to see if there is anything they would like to see different next year.

Mike made the suggestion of holding a “flea market” type event either instead of this style of yard sale or on a different date. This would be a sale all in one location where we would rent table space and shoppers would come to that one spot. So, one option would be to add the Safety Complex field as the multi table sale location during the town-wide yard sale event. Another option would be to hold the TWYS in the spring and the flea market type sale in the fall. If we did that, we could see if a group like the Salvation Army come and take all the leftovers away.

**Old Home Day**- Everything is moving along smoothly for the June 1st event. The planning group is meeting Wednesday, May15th. This year we have put a focus on food trucks. Another change is to have the AVS students do the face painting instead of the professional artists. Hopefully this will help keep the lines down. If anyone is available to come help on the day of the event, it would be appreciated.

**Lights at Wayne Eddows**- Pat and Zach have a lot ready for the installation of the lights on the soccer field, majors field and parking lot at Wayne Eddows. If all goes as planned, this will happen in August. Pat has quotes on the fixtures, 44 total (24 on baseball and 20 on soccer field). With the lighting analysis from Light Poles Plus suggested 6 lights on each pole to provide even lighting. The quote he received included the brackets. These fixtures are 2 amps per fixture which we expect will fix the overheating issue that currently exists on the majors field. Pat spoke with another soccer club that has used the same system and they are very happy with it.

Zach found the Little League requirements for lighting is 30-50 candlepower on the infield. If Auburn LL wants to be a host field for a tournament and have night games, the field and lights would need to be audited. Zach’s concern was for the lights to be bright enough. With the LLP system, it will be 30 infield, 20 outfield but with the whiter LED lights will appear brighter. In future years, we could add more fixtures if brighter lights are needed in order to hold tournaments. But even with proposed plan this year, the lights will be better and safer than what we have now.

Given the above information, Pat is ready to move forward in purchasing the fixtures… the lights themselves and the crossarms that attach to the poles.

Next is on the installation of the poles, wiring and labor. Pat has drafted a request for quotes.

There was discussion of parking lot lights and how we can comfortable drop the number to 2 poles with 2 lights on each pole and there will be sufficient lighting. Todd is looking into the possibility of getting the poles donated. Pat also had a conversation with Tom Skeffington who may also be able to donate. Pat and Todd will discuss and coordinate. 4 60’ poles are needed for the soccer field and 2 25’ poles in the parking lot.

Zach will in touch with Matt Plaza who will help map out where the sprinkler system is before any work begins.

**Senior Trip**- The spring senior trip to Essex MA filled up within the first week. There are currently 6 people on the waiting list. The trip is schedule for Wednesday, June 19th and we are taking 53 people.

**Rockingham Country House of Corrections Volunteers**- The prisoners are returning again this spring to finish painting the dugouts at Wayne Eddows. Zach will leave out the supplies that they will need. Zach will also replace a couple boards that have lifted before they paint. They will be at Wayne Eddows May 28-31. They will be gone before any kids arrive to the field.

**Millennium Running Events**- Todd had a discussion with John Mortimer from Millennium Running about getting Auburn more involved in their event (10 Miler in August) or even starting our own event that would attach to one of their races. Because the 10 Miler is an established race that has had the same route for years, they wouldn’t want to change that route. However, John Mortimer had a few ideas of how Auburn can get involved in this event. One way is to set up cheering groups along the route. These groups can be the school band, rec or school teams or any group from around town. Since the Severance School is on the route, that could be a great place to set up. Another way is to set up an event at Wayne Eddows and then Millennium will direct people our way once the race is over. This is a start to this discussion. There are lots of directions to go with this idea. We’ll continue to explore this idea at the next meeting.

Facilities Update- Now that the initial spring clean up and tune up is complete, the parks are doing great. Just waiting for non-rain days to get work on some painting projects. No needles have been found in the parks this season. At some point soon, the backboard and hoop at Appletree Park will need to be replaced. The current hoop is welded in place. The biggest news is that we purchased the truck and it’s running great. We need to have the P&R logo added (which will be done soon), fix the rocker panels and the one broken lock. The flags are fixed at the Circle of Fun with the help from the AFD.

**Little League Update**- The season is going well while dealing with all the rain this spring. Zach requested that we speak to Kenyon Landscaping to have their mowers off the field before 3:00 pm when the kids arrive for practices. Opening Day was a busy day at the field. Margie noted that Priscilla Lane and the surrounding roads were full of cars and was concern for the safety of the visitors to the park. In the 2020 budget we will ask for a sign to post “Overflow Parking” directing to the second parking lot and open it up for the busy weekends and events. Zach also requested if anyone knows of someone with extra fill that it is needed for the wall ball area at Wayne Eddows. The holes need to be filled in before any more work is done.

**Auburn Soccer Club Update**- The weather has also been a challenge for soccer. The first week of soccer was canceled due to standing water on the field.

**Review of Minutes**- *Ms. McEvoy motioned to approve the minutes from April 15, 2019. Ms Canavan seconded the motion. The motion was passed unanimously.*

*Ms. Canavan motioned to approve the minutes from April 22, 2019 special meeting. Mr Eaton seconded the motion. The motion was passed unanimously.*

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