

**Town of Auburn
Parks and Recreation Commission
June 10, 2019**

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

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

Budget Update- Senior Trips budget is almost half spent because the spring trip is next week to Essex MA. The Family Events line is 60% used since a large part of that line includes Old Home Day. Ski Program is 98% used with the program finished in February. The Mileage line will change to "Fuel" now that we have our new Parks and Rec truck. That line is 58% used. The Basketball line is 0% used. Mike Dobmeier commented that the rims at the Appletree Park need to be replaced but are welded to the backboard therefor the whole backboard and rim will need to be replaced at the same time. The cost will exceed out \$600 2019 budget so we'll add that to the 2020 budget. The ice rink is one big project that still needs to get going for 2019. The options are temporary rinks where we put up and down each season or repairing the current rinks. We already have the sheeting for the small rink.

Birthday Parties at Park- This past weekend there are a large party at the Circle of Fun playground. People are not required to sign up for the park use however it's encouraged to inform Parks and Rec in advance so we can remind them of the rules of park use. The park was picked up however all the trash cans were over full. Lisa and Mary asked if we should re-establish the "carry in/carry out" policy and remove the trash cans. Signs are posted that the park that visitors need to carry out their trash yet we have trash cans available. If trash cans are available, then visitors have no incentive to take their trash out. Mike commented that he would rather see parties banned than remove the trash cans. If the cans were removed, Mike and Margie would spend hours cleaning up. Since this party was one of the largest we've seen, Amy offered the suggestion to see how the next month goes. If it continues to be an issue, the Commission can make a decision and set policy of parties if needed. This issue was tabled until the next meeting to see how the summer goes.

Another concern from the large parties at the Circle of Fun would be the number of cars in the road. The last party, as well as the summer concerts, leave people parked all up and down both sides of Bunker Hill Road which creates a safety concern. Margie suggested there are permanent "no parking" signs placed on the park side of Bunker Hill Road. During the concerts, we do put up temporary signs. Amy will bring this request to the Highway Safety Committee.

Old Home Day- It was a great event with wonderful weather. There were approximately 1500-2000 people in attendance. It was a bigger crowd than last year. Suggestion for last year... more parking would be needed, portapotties available and lock the Safety Complex, more police on patrol and ask the fire department not to schedule training at the skating rink on the day of the event. Mary suggested we could find a group that could run carnival games. Next year will be the same weekend which will be June 6, 2020.

Summer Concerts- Maureen has been busy planning for the 7th year of the concerts in the park. In the event of bad weather, the concert will be cancelled. If that happens, we will reschedule with any band on any day during the summer, although the best option would be to rebook the same band for another day if possible. Longmeadow is confirmed to make popcorn at the event. New this year, we will hand out tickets for food so people will take one burger or hot dog only per person. Maureen will bring the tickets. The first concert is Thursday, June 20th.

Lights at Wayne Eddows- The fixtures are on order and a \$40,000 deposit was made to LightPoles Plus. Pat will be meeting with Tom Skeffington to get the poles ordered and in. Next, we are waiting for prices from Gemini and Auburn Electric. This should be in by August. Once everything is in and the poles are up, everything should be done in a week. The target is still to be completed by September 1. Mike asked for confirmation that this light project will fix the lights overheating on the majors field. Pat responded that these new fixtures are one third the power draw of the old lights and shouldn't be an issue any more.

Severance School- Every was sent the proposal stating our interest in using the Severance School for Parks and Rec activities along with providing use to Auburn non profit groups. If approved by the Parks and Recreation Commission, this will be sent to the Board of Selectmen and then the price will be negotiated with the Town and Manchester Water Works. Todd questioned the 5 year commitment while he believed that a 3 year commitment would be better. Margie was concerned with the phrase "Community Center" vs. "Community Meeting Center" and that residents can not rent the building for private functions. MWW made the decision to not allow rentals for private events. All the other details will need to be negotiated by the Town and MWW.

Ms. McEvoy made the motion to request from the Board of Selectman to proceed with negotiations for the Parks and Recreation to use the Severance School for Parks and Recreation programs and events. The motion was seconded by Ms. Canavan. The motion passed unanimously.

Helen Hiltz Community Service Award- This award is given annually to a business and a community member that has supported the Auburn Parks and Recreation Commission and their mission. Margie has nominated Larry McLaughlin and ATS Equipment as the business member to honor this year. ATS has donated the large sign we place at exit 2 every year for Old Home Day. He does this every year without hesitation.

Ms. Canavan made the motion to award Larry McLaughlin and ATS Equipment with the 2019 Helen Hiltz Community Service Award. Ms. Royer seconded the motion. The motion passed unanimously.

At the next meeting, it will be discussed who we should nominate for the community member for this award. Both awards will be ordered when the second name is decided.

Baseball Field request for the summer- Amy and Zach have been discussing the use of the 90' diamond at Wayne Eddows by an adult baseball league. There are 5 weekend days this summer that they would like to use for multiple hours. Since they are will be paying for the use of the field, it will need to be prepped and ready for the before each weekend use. Zach will be able to show Margie and/or Mike how to use the equipment so the fields can be taken care of when he is unavailable. Amy will check with Zach to see which dates he can or can not do and discuss with Mike and Margie. The first date is June 23rd.

Varsity Soccer Academy Camp- This camp with the Pinkerton High School coaches is scheduled for the week of July 8th. The rental fee to use the field is \$25 per hour. If they paid the full price for the program, it would cost them \$875 for the week. Amy requested that we reduce the fee for the week to \$200 for their program. However, also according to our policy, if 65% of the participants are Auburn residents, the fee is waived.

Ms. Canavan made the motion to reduce the weekly fee for the Varsity Soccer Academy's soccer camp to \$200 for the week. Ms. McEvoy seconded the motion. The motion was passed unanimously.

Facilities Update- All projects are moving along nicely although the weather isn't always isn't cooperating to allow for time to get to painting. Mike has been in discussions with John Kenyon, the Town's landscaper. The fields at Wayne Eddows as well as the park haven't been mowed to the standards we expect or even to what is stated in the contract. Mike has requested a meeting with John to tour all P&R properties so both are on the same page.

Soccer Update- The soccer season is coming to an end in the next week or so. The only concern was the fields have been long and have not moved the goals or bleachers.

Review of Minutes- *Ms. McEvoy motioned to approve the minutes from May 13, 2019. Ms Canavan seconded the motion. The motion was passed unanimously.*

2020 Budget Planning- As we start to plan for the 2020 budget which will be due in August, now's the time to develop our wish list. Some of the items that we would like to see added to the 2020 budget are a big EZ up tent, bigger "no parking" portable signs for special events, 20-gallon paint cabinet and either one or two new sheds for storage. We also need to list the truck maintenance expectation as well as update the fuel expenses for the truck.

The next budget planning meeting will be announced shortly. Amy will pull together the items mentioned above and come up with a first draft of our budget. We will work from that and go forward. Some things may change if anything changes with the Severance School.

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