

**Town of Auburn  
Parks and Recreation Commission  
May 5, 2020**

REMOTE VIDEO MEETING VIA ZOOM.US DUE TO THE COVID-19 STATE OF EMERGENCY

**Commissioners Present:** Patty Rousseau, Chairman (remote); Margie McEvoy, Vice Chairman; Pat Kelly (remote); Zach Eaton; Dave Oliveira (remote); Todd Bedard, Selectman (remote)

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

**Budget-** The most updated budget report is attached. Due to Covid-19, many programs have been cancelled up to this point so there is not a lot of change since the year started.

There was discussion about the storage building. It was voted that the storage shed would be paid for using the state funds. Given the situation, it is not looking likely that we'll received those funds this year. Todd asked if the money that does not get spent due to projects and events being cancelled could go toward the building of the storage shed. Amy responded that she had a conversation with Bill Herman about this situation. Because it was voted on specifically that it would be funded through state money, it can not be funded another way. Amy & Todd will confirm with Bill.

**2020 Landscapers-** The new landscaper for the season is Matt Plaza/Plazascapes. So far, they are doing a great job.

**Cancelled Programs-** The following programs have been cancelled or rescheduled due to covid-19.

- Archery- Spring session cancelled. New session to start in the fall.
- Jumping Beans- Current session is cancelled. New session to start asap.
- Junior Chef- May class cancelled. New classes to start again in the fall
- Senior Trip- On hold until further notice
- Town-Wide Yard Sale- Cancelled.
- Tai Chi for Seniors- Next session planned to start June 5.
- Old Home Day & Fireworks- Cancelled

Because Old Home Day was cancelled, Amy contacted the Auburn Historical Association to see if they would be interested in Parks and Rec joining them this year for the Auburn Day/Duck Race. This would include bringing some of the activity vendors to their event (mini golf, rock wall, petting zoo and inflatable ax throwing). These activities would be in an area together and clearly marked as Parks and Rec/Town sponsored events. The AHA were in favor of the idea. Amy was asking the P&R Commission to move forward with discussion and start making some plans. All the vendors are available for the date of September 12 for the duck race.

Amy also suggested that since the fireworks were cancelled for OHD and the deposit was already sent in, we could host a smaller New Year's Eve event with fireworks at the end. The fireworks company is waiting for an OK on the event before they find the staff. This event could be held in the back parking lot of the school (waiting for the school approval). Before moving forward with any planning, Amy is looking for the approval from the Commission.

The discussion around the duck race events continued. As far as location at the event, where we go has not been determined yet, but it will be somewhere along Hooksett with the rest of the event. All details have not been set but both groups agree that if we cannot come up with a plan that works for all, we will not do it. However, if there is a way to make it work in 2020, it would help build a great relationship between both committees. Also, the AHA is not asking for any additional support from P&R for this event. What we set up will be our responsibility and what they set up is theirs. Margie requested that someone from the AHA attend our next Commission meeting. Amy will invite them.

*Ms. McEvoy motioned to join the AHA for the 2020 Duck Race events with the understanding that Parks and Recreation activities and funds are separate from the rest of the event and a member of the AHA will attend the next P&R meeting to go over the details. Also, P&R will move also forward in planning an event for New Year's Eve. Mr. Eaton seconded the motion. The motion passed unanimously.*

**Programs Going Forward**- Many programs for the summer have not been cancelled including Summer Concerts, Playdates in the Park, Camp Adventure & Basketball Camps, Fast Track Running Program and the Senior BBQ. All these programs are still in question because of covid. The Governor will be releasing guidelines within the next couple weeks regarding summer camps. That will help determine if we will need to cancel the camps. The June summer concert will be cancelled because it's unlikely that large groups will be able to gather by June. We will continue with plans for the July and August concerts and Playdate in the Parks pending the ability to open the parks.

Senior BBQ is scheduled for August 8<sup>th</sup>. Amy has asked Dr. Collins if we could use the AVS cafeteria for this event if we are able to hold an event of that size.

**Storage Unit/Storage Building**- Because the future of the storage building is unknown, we have rented a second storage unit so that we are able to move all P&R supplies into one central location. At this point, all of our supplies are out of people's houses and in this place.

**Fence at Circle of Fun**- Fence has been repaired

**Opening Parks and Fields**- Parks and fields needs to remain closed at least though May 31<sup>st</sup> due to the state's stay at home orders. Groups of more than 10 are not allowed to gather through that time. The picnic tables and trash cans will not be put into the parks until we are able to open as to not give the appearance that we are open for business. The portapotty deliveries have been put on hold until the facilities are able to open again.

**Security Cameras at Wayne Eddows**- Zach and Dave are working on this project. Zach is looking into wifi at the fields that would connect to the security system. The question is who would pay for the wifi service. Zach suggested that Little League, Auburn Soccer and Parks & Rec share the expense. Once there are specific costs, that can be discussed between the three groups.

CIP 2021-2026- Amy proposed the following items to be submitted in the CIP for 2021 through 2026.

Currently on CIP

2021	Walking Path at the Circle of Fun	\$15,000
2022	Softball Field Lights	\$49,800

Proposed Projects

2021	Ice Skating Rink for Family Rink**	\$5,500
2023	Ice Skating Rink for Hockey Rink **	\$6,500
2024	Replace P&R Truck	\$15,000
2025	Walking/Running Track at SC Field	\$100,000
2026	Fitness Equipment at SC Field	\$20,000

\*\*Pending the construction of the storage building

After discussion, the walking path at the Circle of Fun was removed, a few prices were increased and irrigation for the safety complex field. The final items to be submitted to the planning board...

2021	Maintenance/Storage Building*	\$43,000
2022	Softball Field Lights	\$65,000
2021	Ice Skating Rink for Family Rink**	\$5,500
2023	Ice Skating Rink for Hockey Rink **	\$6,500
2024	Replace P&R Truck	\$25,000
2025	Walking/Running Track at SC Field	\$100,000
2026	Fitness Equipment at SC Field	\$20,000
2026	Irrigation at SC Field	\$20,000

\*Omit if state funding is confirmed in 2020

\*\*Pending the construction/funding of the storage building in 2020

*Ms. McEvoy motioned to accept the CIP plan for 2021-2026 as stated above. Mr. Kelly seconded the motion. The motion passed unanimously.*

**Wayne Eddows Updates**- Pat communicated with Matt Plaza to get the irrigation going for the season. Zach started half of the system already. Dave mentioned a sprinkler head may have been leaking toward the farm field. Matt Plaza can check that out when he is working on the system.

Zach commented that there is a section of the club house that may need repairs and the wood needs to be replaced. Zach will get quotes.

Dave commented that the parking lot at Wayne Eddows had been vandalized a couple months ago. Apparently, someone drove through and did donuts in the parking lot. Officer Kevin Cashman has the information on the person who did the damage.

The company that did the lights at Wayne Eddows would like to use our photos of the project on their website. The Commission agreed that it was fine if there are no people in any of the photos.

**Facilities Report**- Mike discussed the plans for a barrier at the Safety Complex field between the parking lot and field. Amy will talk to Mickey about getting large rocks added in that area to prevent cars from getting on to the field. Mike also reported that they are behind on their spring projects. They have been putting picnic table together, tightening the equipment and clearing out some brush. Once we can open the parks again, the picnic tables and trash barrels will go out. There are still painting projects that need to be completed.

**Little League Update**- The Little League season has been cancelled. If the stay at home order is lifted, they would like to hold a June and July season. At this point they will refund everyone registered and offer the new session if it is able to happen in a month. Other projects, softball fence is complete as well as the wall ball wall.

**Auburn Soccer Club Update**- The soccer season is also cancelled. There is a possibility of a large jamboree or games in July, but everything is on hold until more information comes out. They are unsure when they will be able to set up fall evaluations since that is usually done in the spring. More information will be released as the state begins to open up more.

**Review of Minutes**- As the April meeting was cancelled due to COVID, the Commission discussed the March minutes. *Ms. McEvoy motioned to accept the minutes of March 3, 2020. Mr. Kelly seconded the motion. The motion passed unanimously.*

Next meeting is scheduled for Tuesday, June 2, 2020 at 6:00 pm. Location TBD.

*Mr. Bedard motioned to adjourn the meeting. Mr. Eaton seconded the motion. The motion passed unanimously.*