

**Town of Auburn  
Parks and Recreation Commission  
October 13, 2020  
Auburn Town Hall**

**Commissioners Present:** Patty Rousseau, Chairman; Mary Royer; Dave Oliveira; Zach Eaton; Pat Kelly; Todd Bedard, Selectman

**Others Present:** Amy Lachance, P&R Coordinator; Maureen Juliano

**Summer Concerts 2021-** Planning is underway for the summer 2021 summer concert series. Studio 2, a Beatles tribute band, is booked for the August summer concert. Their fee is \$1300 which is high for our usual bands it will still fall within our budget. Not something to do every year but something different to try for this year. The June band will be Maureen's band, the Raging Rockaholics.

The third band/performer was the one that is up for discussion. Maureen was planning to book the Bob Pratte Band again for the June concert. Amy suggested in changing it up and booking Stephanie Murphy, an Auburn resident. She is a single performer that sings along with digital music. Not our traditional concert however Amy felt she would be a great draw with Auburn residents and could bring in residents that do not normally come to our concerts. Maureen felt that this type of performance is not really a concert but more "karaoke". Amy offered the suggestion that the evening is called "Auburn Night" to showcase local talent. If it is a success, we could feature different performers from town each year. All agreed and Auburn Night will be the first concert of the summer in June.

**Trunk or Treat-** Although the Town has officially not "endorsed" traditionally trick or treating, the unofficial trick or treat time is Saturday, October 31 between 1:00-4:00 pm. Parks and Rec along with the Police Department will be hosting the 4<sup>th</sup> annual Trunk or Treat on October 31 from 6:00-8:00 pm. Due to covid, the event will be a "drive-thru". Eaton Hill Road will be closed for the night so cars can drive from trunk to trunk collecting candy.

**Budget Update 2020-** As the year is coming to an end, there are a few projects that still need to complete. In the General Maintenance line, Picnic tables have been ordered, sprinkler system winterizing (was included in Matt Plaza's proposal for the town landscaping), clubhouse repairs and topsoil (Zach will order and leave in grassy parking area to near the 90' diamond). Recreation Tools line is unspent. Without a maintenance staff this year, we do not know what else is needed. Once the position is filled, we will see if they feel they need anything new.

It is agreed that in 2021, we will go back to using Mainely Grass instead of Highest Quality for the fertilizer treatments at Wayne Eddows and the Safety Complex field. Pat planned to winterize the soccer field this year with Mainely Grass. Next year, winterizing will be included in their 2021 treatment plan.

**Budget Update 2021-** The budget for 2021 has been submitted to the BOS. We should expect to meet with them in late November or early December. Parks and Recreation is usually one of the last groups to meet. Amy will pass along the dates with the BOS and budget committee as soon as they are set.

**Security Cameras at Wayne Eddows-** Selectman Keith Leclair met with Pro-technologies security company regarding a new camera system at Wayne Eddows. As there has been more vandalism lately, a good system is important. There will be 5 cameras around the clubhouse with a 6<sup>th</sup> in the parking lot. The cost will be \$5072.87 which is above our \$1200 budget. With so many programs cancelled this year, there is a room in the budget to fund the balance. The cameras as not connected to wifi but will be recorded on a 30-day cycle. It is always recording.

*Ms. Rousseau made a motion to accept the quote for the security camera system at Wayne Eddows field at the price of \$5072.87. Mr. Bedard seconded the motion. The motion passed unanimously.*

**Signs at Wayne Eddows**- Amy gave Zach the new signs to be posted at Wayne Eddows stating the park is closed between 9:00 pm until 8:00 am. With the hours posted with no trespassing, the APD can ask people to leave if found after hours or prosecute if needed.

**Yellow Gate Lock at Wayne Eddows**- Zach will fix the bent piece to the yellow pole of the gate. Once it is ready, the AFD will install their emergency lock and then we can add our combination lock. Once the lock is on, we will need to let the landscapers, portapotty and the fertilizer companies what the combination will be.

**Severance School Update**- Todd has reported that the plan with Manchester Water Works to use Severance School as a Community Center does not look possible at this point. The repairs necessary to finish the building and bring it to code are beyond our budget.

**Facilities Maintenance Worker Job Opening**- Two applications were received and both candidates were interviewed with Todd, Amy, and Patty. One candidate stood out of the other. Amy will bring that information to the BOS on Monday, October 20<sup>th</sup> to get their feedback and hopefully make an offer shortly.

**Sprinkler System on the Soccer Field**- Dave mentioned that the sprinkler system needs some work. With a little left in the budget, we may be able to fund that this year. Zach also mentioned a couple water lines could use some work. Dave will work on getting a quote and present it at the next Commission meeting. Mary suggested that ASC help with paying towards the cost of the sprinkler repairs. Pat felt that was a possibility. All will be discussed at the next meeting when we have an estimate.

**Helen Hiltz Community Service Award**- Amy included a write up about the Helen Hiltz Community Service Award. It states. "Presented by the Auburn Parks and Recreation Commission, the Helen Hiltz Community Service Award is given to a citizen whose voluntary efforts throughout the year have improved the quality of recreation and leisure opportunities for the residents of Auburn. This award is named after Helen Hiltz who served as the Parks and Recreation Secretary for many years. It was through her many efforts that recreation flourished in the Town of Auburn." This year, Amy has nominated Mort Alling and Shawn Matte for the award. In this year of Covid, Mort and Shawn organized the "birthday parades" for kids in town that had birthdays in March, April or May and organized the Easter Parade with the AFD and APD. They also helped at the Senior BBQ this summer. Mort is always helping with the skating rinks in the winter as well as the tree lighting last year while Shawn has been helping to get the Trunk or Treat organized. The Commission all agreed the Mort and Shawn are great candidates for this award.

Also of special note is Alan Villeneuve who arranged to have a lift brought to the Historical Association Building so that the lights can be hung on the tree for the tree lighting. Although the Hiltz Award is for someone who contributed to recreation throughout the year, Alan also deserves special recognition. Amy will look into an ornament for this unique honor.

**2021 Events**- Patty requested more Commissioner participation in Parks and Recreation events. When Amy releases the event list with dates, it would be ideal if everyone sign up to help at an event or two. Although sports tend to conflict with many of the Parks & Recreation events, everyone will try to come when they can.

**Ski Program**- Due to Covid and the guidelines for school buses, we will not be able to provide transportation to either the McIntyre or Pat's Peak ski programs. The current regulations are 1 student per seat which means 26 student per bus. We normally have around 70 students participate in each of the programs which would mean we would need 3 buses per trip. That is well over our budget. The program will continue but parents need to provide their own

transportation to the mountains. More details will be released soon when the mountains have determined all their guidelines as well.

**Tree Lighting**- The 2020 Tree Lighting will be held on Sunday, November 29<sup>th</sup> starting at 6:00 pm. Stephanie Murphy will sing holiday songs from 6:00-6:30 pm and then we will light the tree. Residents can join in person or virtually. It will be live on our Facebook page. At this time, I am not sure if Santa will be able to be there but if possible, we will have him light the tree. This year we will use the tree in front of the school. It is much easier to get the lights on that tree instead of the tree at the Historical Association. There is a plug close by for the tree lights, there is plenty of parking and there are lights in the area, so we do not need to bring extras in. It will be a lot easier in this location.

**Facilities Maintenance**- With the increased use of Wayne Eddows lately, Amy has increased the schedule portapotty cleaning days to Monday and Thursday instead of just once a week. They will be removed from all locations the first week of November. The AFD will remove the flags in the village after Veterans Day. Zach will help with taking down the flags at Wayne Eddows. Thanks to Boy Scouts Troop 127, the flagpole light has been installed at Bicentennial Park. They also cleaned up Circle of Fun playground. They are returning this coming weekend to help with other projects. Dave Sylvia has been helping with removing the trash at the parks all summer and fall.

**Little League**- Just finished their end of year meeting. The clubhouse will be cleaned out for the winter.

**Auburn Soccer Club**- Season is wrapping up.

**Storage Building**- The initial amount that was requested for the storage building from the State was approximately \$43,000. We received close to \$38,000 instead. The BOS and Bill are looking into the options to still get the project done this year.

**Review of Minutes**- *Mr. Bedard motioned to accept the minutes of August 4, 2020 Parks and Recreation Commission Meeting. Mr. Oliveira seconded the motion. The motion passed unanimously.*

*Mr. Bedard motioned to accept the minutes of August 19, 2020 Commission Workshop Meeting. Ms. Royer seconded the motion. The motion passed unanimously.*

*Mr. Bedard motioned to accept the minutes of August 19, 2020 Commission Workshop Meeting Non-Public Session. Mr. Oliveira seconded the motion. The motion passed unanimously.*

*Mr. Bedard motioned to seal the minutes of August 19, 2020 Commission Workshop Meeting Non-Public Session. Ms. Royer seconded the motion. The motion passed unanimously.*

Next meeting is scheduled for Tuesday, November 3, 2020 at 6:00 pm. Location TBD.