

**Town of Auburn
Parks and Recreation Commission
October 4, 2022
6:00 pm
Auburn Town Hall**

Commissioners Present: Zach Eaton, Chairman; Margie McEvoy, Vice Chairman; Jennifer Strabone; Mary Royer

Others Present: Amy Lachance, P&R Coordinator

2022 Budget Update- Many projects are wrapping up in the new year. The truck line still has \$3,000+. The vehicle didn't need any repairs this year. There still \$22,000 in the Severance line. Some will come out at the end of the year for rent and utilities if the building is open. The BOS approved \$5,000 for the paving. Amy spoke with Keith about other purchases for the building. He said to come with a list to the BOS.

Severance School- Renovations are moving along nicely. They are scheduled to be completed by Thanksgiving. Fire Chief visited yesterday. The front porch has been expanded and the ramp is going to be replaced soon. There is a new roof going on next week. It's looking good.

Softball Field Lights- Poles and Light are up. Just waiting for Lavasseur and Tom Skeffington's team to finish up the electrical. The project is 60% done.

Facility Use and Reservation Policy- There was discussion about the proposed policy for use of the Severance School. Mary suggested the fee be waived for Boy and Girl Scouts. Discussion continued that if we waive for those groups, then we should waive the fees for all Auburn-based nonprofit groups. The fee is \$10 per meeting for the first 2 hours.

There was also discussion about reserving up to 3 months in advance. The purpose for this is so that no group comes in and books up a full year and we aren't able to run new programs because space is not available.

This policy can be adjusted if we see that changes need to happen once the building is open.

According to this policy, renting for private parties is on hold until 2024. We'll revisit this once we've been using the building for a while.

Ms. McEvoy motioned to pass the Severance School Community Center Facility Use and Reservation Policy as presented. Ms. Strabone seconded the motion. The motion was passed unanimously.

Wayne Eddows Parking Lot Extension- The quote for fencing came in at \$15,940 for the outfield to create more parking. Zach hasn't presented this to the Little League yet to see if this is the direction that works best for the league and the players. This is on hold for now.

Hiltz Award Nomination Form- As discussed at the last meeting, the Commission will open up nominations for the 2022 Hiltz Community Service Award to the community. A form was drafted to be submitted to the November Crier as well as posted on social media. Mary suggested adding contact phone number because not everyone has email.

Ms. Royer motioned to approve the Helen Hiltz Community Service Award 2022 Nomination Form as presented with the addition of contact phone number. Mr. Eaton seconded the motion. The motion was passed unanimously.

We'll have a due date for nominations at the end of November and the commission can vote at the December meeting to present at the January meeting. We'll give out 1-3 awards depending on the nominations.

Completed & Upcoming Programs- The Auburn Night event was a huge hit. There were 4 food trucks. With one that ran out of food fairly early, we may want to add in a 5th next year. Also, we should change the hours for the fireworks to 8:30 pm with truck starting at 6:00 pm. We'll need to check with the school to see how soon the staff cars will be out. This year, the trucks arrived around 5 and many cars were still there. It may be a challenge to go any earlier, but we'll try.

Trunk or Treat is going forward as it has in the past. We have 11 cars registered with another 2 possibilities. Police are not doing the french fries because it's too difficult to do in the cold.

Also upcoming... Auburn shirt sale will happen again in November with a slight price increase. The bus company is not able to commit to having one available this winter, so we are going forward with plans to run the program with no bus again this year. Mark Comeau (Pat's Peak) and Joelle Ray (McIntyre) are returning again as the coordinators.

Wayne Eddows Concerns- Zach wanted to address the overflowing trash cans at the fields as well as the parking lot gate being left open. He observed on a few occasions that the trash was left overflowing and the only people at Wayne Eddows were soccer. He has requested that Pat remind the soccer coaches to bring the full trash barrels to the dumpster. Also, the coaches should remember to close the gate in to the parking lot. It has been left open frequently and the parking lot is getting ripped up. Pat said he'd address both issues with the soccer coaches.

Mary asked why the clubhouse bathrooms aren't open when there is soccer but no baseball. Pat replied that those with keys and alarm codes can open up the bathrooms. However, whoever opens the bathrooms are responsible for cleaning them at the end of the night and locking them back up. Pat and Zach can get keys and codes to anyone soccer or baseball coach that would like one. There is a separate key for the padlocks and the bathroom doors. If the bathroom doors are not locked, the alarm won't be able to be set.

Auburn Little League Update- Fall ball is going strong. This the first year with a traveling T-ball team. There hasn't been a meeting with the league yet so the parking lot issues has not been discussed yet.

Auburn Soccer Club Update- In the middle of the fall season. Mike has been doing to good job painting the soccer field each week. Pat purchased a kit of foam field markers/plugs. That will help with lining the field.

Mary suggested that the fee we pay Mike to line the field be carried to the ASC. It is covered in this year's budget. Amy will find out how much was paid at the end of the fall 2022 budget. This can be discussed at a future meeting and possibly send an invoice to ASC for the time for another season (instead of ASC paying Mike directly).

Review of Minutes- *Ms. Royer motioned to accept the minutes of September 6, 2022, Parks and Recreation Commission Meeting. Ms. Strabone seconded the motion. The motion passed unanimously.*

Next Meeting- The next meeting will be Tuesday, November 1, 2022 at 6:00 pm at the Town Hall.

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