

**Town of Auburn
Parks and Recreation Commission
March 7, 2023
6:00 pm
Severance School Community Center**

Commissioners Present: Margie McEvoy, Vice Chairman; Mary Royer; Pat Kelly; Dave Oliveira; Tom Carroll, Selectman Representative.

Others Present: Amy Lachance, P&R Coordinator; Nancy Mayland, Library Trustee; Dan Szczesny, Library Director

Library Expansion Update- Nancy Mayland and Dan Szczesny gave an update on the library expansion project with discussion on how and if Parks and Recreation can fit into their plans. It started with the history of the library, the need to expand and the future plans with this project. Right now, the library is around 2000 square feet with the expansion project to increase the library space to 7825 sq ft and an additional 2800 sq ft for the shared community space. The architect has been hired and has begun putting together a conceptional plan based on information given to them from the library. All information can be found online at the Library Expansion Hub.

There was discussion on how the community center space will be used. Nancy asked what Parks & Rec needs from the community center space. Amy responded that Parks & Rec needs at least the same amount of space as we currently have a Severance, if not more so we can grow into it. The discussion continued with the current plan of sharing the community center space between library, parks and rec and all community needs. Parks and Rec's concern was not getting use of the space we need if the library is scheduling all rooms. The Commission is concerned that there is a need for the complete separation of the spaces for many reasons including noise concerns, hours of operations, amongst the general concern of the consensus that both entities deserve to have control of their "areas".

In the short amount of time that Severance has been open, Parks and Rec programs have been quickly expanding. If we were to be involved in this project, we would need a "Recreation Suite" as it was noted in the Building Needs Assessment. That way, as both organizations are expanding their program offerings, there is room for many activities to happen at simultaneously. Even at this time, library programs and Parks & Rec programs have been taking place at the same time and they will more often in the future.

There was a lengthy discussion with detailed questions about the layout of the future building and the land where it will be built as well as suggestions on both sides. There are still a lot of unknowns at this point. The next Library Expansion Committee meeting with the architect will be held on Wednesday, March 22. Amy and Tom will attend that meeting and report back to the Commission at the next meeting. After everyone sees the first conceptual plans, we'll all have a better idea how it could work going forward.

Participant Code of Conduct- The line “This Code of Conduct applies to all Parks and Recreation programs and activities, including, but not limited to, the playing area, parking lot, or social media to name a few.” This will cover the concern of participants behavior on social media regarding P&R programs. Also, the line under General will state “not bring weapons, or objects that may be used to threaten, intimidate, or harm others or to damage property unless lawfully possessed by an adult.” Amy discussed this line with the Police Chief and he felt it was well written to cover the situation.

Ms McEvoy motioned to accept the Auburn Parks & Recreation Code of Conduct update as written with the addition as discussed. Ms. Royer seconded the motion. The motion was passed unanimously.

Completed Programs- The Winter session is complete with 8 programs offered at Severance. The Early Spring (March & April) session is starting now with 12 classes at Severance. The Spring (May & June) is in the planning stages but there are another additional 5 classes planned to add to the Severance schedule. This is in addition to the other programs that are planned throughout the town.

Upcoming Programs- The Bunny Brunch is scheduled for April 1. More volunteers are needed. Margie, Jen, Tom and Mary will be there through the duration of the event. Dave will be there in the morning. Thank you!

CIP- The Town is working on the CIP for the years 2024-2029. The CIP is the guide for future projects that will cost more than \$10,000 and have a life of 5+ years. After discussion, the items that will be added are improvements to the Pickleball Courts, replace P&R Truck and Irrigation at Safety Complex Field.

There is no well or power at the SC field which is what would be the biggest expense of adding irrigation to that location. It will be put towards the later years of the CIP.

The improvements to the Pickleball court would include leveling off the existing courts (on both rinks) so that they don't puddle, adding permanent (yet removable at the end of the season) nets and then relining the courts. There was discussion of removing the old pavement and paving instead of paving over the existing rinks again. Possibly remove the fence up the middle so there is room for more courts. Tom volunteered his services to tear up the old rinks. Thanks Tom!

Pat suggested adding a sign at the street at Severance and Amy added that we could add a similar style sign at the entrance of Wayne Eddows. This would likely be under \$10,000 so we can add that to the 2024 operating budget.

Fireworks Sponsorships- Because we haven't changed our fireworks budget in many years, the shows have been getting shorter. To increase the length of the show back to what it has been in the past, Amy suggested we seek out sponsorships. The BOS already said OK if the Commission agrees. The goal is another \$1500.

Reunion at Severance- A resident has requested to rent Severance for a class reunion with expected group size of 20. The Commission originally planned to hold off on party rentals until at least 2024. If this is approved, we should allow all party requests. Because Amy isn't regularly working on the weekends,

Commissioners will need to share the responsibility of being on call for party needs. The Commission agreed that we aren't ready for this step. When we are, we may want to consider hiring someone to be onsite as an event facilitator where that cost can be passed along to the user. This issue will be revisited in 2024.

Facilities Update- Mike will be deployed for 6-8 months starting this fall. We'll need to start thinking of how to handle all the work while he is away. Once more details of the timing become available, Amy will share it with the Commission.

Portapotties will be delivered the first week in April. The trash service will begin around the same time.

Auburn Little League Update- Registration is open for the spring season.

Auburn Soccer Club Update- Registrations is almost complete. Season starts April 15. Some may start sooner with indoor space booked in Hooksett so players aren't on the field before it's ready.

Review of Minutes- *Ms. Royer motioned to accept the minutes of February 7, 2023, Parks and Recreation Commission Meeting. Ms. McEvoy seconded the motion. The motion passed unanimously.*

Next Meeting- The next meeting will be Tuesday, April 4, 2023, at 6:00 pm at the Severance School Community Center.

Mr Kelly motioned to adjourn the meeting. Mr Oliveira seconded the motion. The motion was passed unanimously.