



City of Auburn, Maine

Recreation Department

Sabrina Best, Director

48 Pettengill Park Road | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

Parks and Recreation Advisory Board - Meeting Minutes

Wednesday, January 10, 2018 at 6:30pm

Auburn City Hall Room 204

Members Present: Dana Staples, Misty Edgecomb, Sabrina Best, Tim Cogle, and Suzanne Roy

Absent: Howard Fogle

1. Approval of Minutes

****Motion:** to **APPROVE** January Meeting Minutes by Tim Cogle/seconded by Dana Staples, 4-0.

2. Recreation Directors Report

a. Program Update – Basketball, Winterfest, Father Daughter Dance, and Indoor Soccer have all ended with great success. Upcoming programs include; Spring Celebration, Spring Travel Basketball, Lacrosse, Track and Field, Summer Camp, and a few new parent and me events. Peter Ceprano is overseeing Senior programming and booking of the Auburn Senior Community Center. Darcey Webster, Administrative Assistant oversee’s the booking of Hasty and can also book the ASCC. The programming and promoting of the programs and center may not be at the level everyone would like but it is moving in the right direction.

b. Current Budget/CIP Update – The Softball fence RFP has been posted so once that is awarded the hope is to get the fence installed prior to slow pitch softball season. The Hood/Fire suppression for the Hasty Kitchen is still collecting quotes. The Backboard project came in under budget, Tim Cogle suggest looking into an automatic rebounder for the basketball program and the potential to rent it out. Sabrina will get quotes for this and send it to the group for their thoughts.

3. Work in Progress

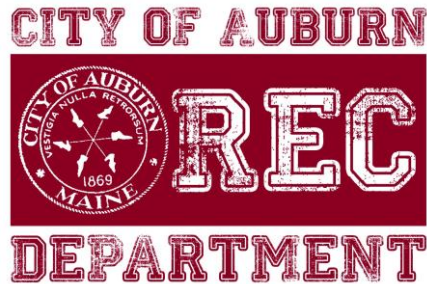
a. CIP Proposed FY19 – Sabrina hasn’t heard of any update at the time of the meeting with the items submitted for CIP. Tim Cogle suggested trying to get a mock draft of the potential Kitchen to be created and hung so the public can see an effort is being made in Phase II. Sabrina will look into this and work with Peter on getting Senior Participation for the process.

b. Budget Proposed FY19 – Sabrina provided an update with the proposed budget and talked about the staff idea’s of trying to increase participation for a few smaller events by combining them together such as; Friday Family Night which will have the Art Walk, Movies in the Park, and potentially a Farmer’s Market or vendor selling food and snacks. The board seemed in support of this idea so Sabrina will ask staff to continue to pursue this change.

4. Sub Committee reports

a. Senior Community Center Facility –no report provided.

b. Parks Subcommittee - Misty Edgecomb said the group did not meet last month and she will be reaching out to the Conservation Commission to request an E-Alert/Communication encouraging new members to join. Sabrina talked about a new Trails group being formed, she will report back to the



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group at the next meeting on what was discussed at the meeting and what this group is looking to accomplish.

c. Municipal Beach Workgroup – Misty reported that the group met and started working on issues and ideas of how the beach can be opened for this summer swimming season. A meeting with City Manager and Public Works Director was set up to discuss next steps. There was discussion on possibly holding a Municipal Beach Strategic Planning meeting to help gain interest and awareness. Dana suggested drafting a letter of support for the Advisory board to help with the initiative to get the park re-opened for swimming. Sabrina will send Dana samples of support letters.

5. New Business

a. PAL Photography Project – Sabrina brought up a project the PAL program is looking to provide the kids but would be requesting funds from the Recreation – Community Programs Art and Culture line item. Sabrina will provide the board with the proposal letter and an updated expense report from the account at the next meeting to vote on.

b. 150th Celebration – Sabrina discussed how she has been appointed the staff liaison for the year long celebration. There have been two public meetings where various stakeholders in the community were represented to begin the discussion. Sabrina will continue to provide updates at the Advisory meetings.

c. New Members; The appointment committee didn't assign anyone to the PR Advisory Board due to the ward restriction. It was discussed possibly looking into the ordinance and amend this restriction, so we can fill the board. Suggested wording was to include the first priority when filling positions will be given to unrepresented wards, or wards with less than 2 representatives. This will help provided those wards with the opportunity at being filled but it doesn't limit the appointment committee to turn away willing and eager volunteers. Dana and Sabrina talked about still inviting some of the ones that applied as non-voting members. Dana was going to reach out to these individuals and invite them to the next meeting. Sabrina will provide Suzanne with the by-laws of the ordinance.

6. Adjourn

****Motion:** to **Adjourn** by Dana Staples/Second by Tim Cogle, 4-0