



Parks and Recreation Advisory Board - Meeting Minutes

Wednesday, May 10, 2017 at 6:30pm

Conference Room 204 – City Hall

Members Present: Belinda Gerry, Suzanne Roy, Dana Staples, Howard Fogle, Misty Edgecomb (Excused; Tizz Crowley).

1. Approval of Minutes

****Motion:** to accept March Meeting Minutes Dana Staples/seconded by Howard Fogle, 4-0-2 (Misty and Tizz abstained).

****Motion:** to accept April Meeting Minutes Dana Staples/seconded by Howard Fogle, 4-0-2 (Misty and Tizz abstained).

2. Voting on New Chair

****Motion:** to appoint Dana Staples as New Chair Howard Fogle/seconded by Misty Edgecomb, 6-0-1 (Tizz abstained).

****Motion:** to appoint Misty Edgecomb as New Vice Chair Dana Staples/seconded by Howard Fogle, 6-0-1 (Tizz abstained).

3. New Business

a. Ingersoll Update; Jeremy Gatcomb the Ingersoll Turf Facility GM presented his proposed budget and touched upon the need for the new position split with Recreation. He went over his goals for the upcoming year along with the revenue projected for FY18. There was discussion on trying to advertise the location more, thru the paper, tri-fold brochures highlighting rental fees and birthday party options. Misty suggested sending fliers home with the Acadia Academy in Lewiston that just recently opened up, along with the YMCA. There was discussion around the need for permanent cleaning staff for Ingersoll and Hasty and soon Senior Community Center.

b. Norway Savings Bank Ice Arena; Jason Paquin was not able to make the meeting but did provide various charts on the current financial situation for the arena. Sabrina provided an update on a current Sports Tourism event that Jason is looking to submit a bid for the National Collegiate Roller Hockey Championship 2018. He asked if the board would be interested in submitting a letter of support, the bid packet is due beginning of June.

****Motion:** to submit a letter of support for the 2018 National Collegiate Roller Hockey Championship Dana Staples/seconded by Howard Fogle, 6-0-1 (Tizz abstained).

Action Item: Sabrina will gather more information about the event when it becomes available and share it with the board. Sabrina will draft the letter of support and email it out before submitting it in the packet.

3. Recreation Directors Report

a. Summer Brochure; Sabrina shared the 2017 Summer Brochure and talked about the programs and events that are coming up.

b. CIP Baseball Field Update; Sabrina discussed the CIP funds for the Baseball Field in Pettengill Park and presented the idea of using these funds to finish the softball field in Pettengill Park. She provided a cost estimate and project list of items it would take to make the Softball field into the prime time field in the community. This would help generate more play as the field would be able to with stand high amounts of usage and then generate more rental income. Currently there are items that need to be addressed since the field becomes unplayable when it rains due to lack of drainage and poor infield material. Sabrina also discussed not being able to put a full plan together on converting the softball field to baseball until the school dept. determines if they plan on including ball fields in the new project. If the school dept. does not include a baseball field then there are two fields in the community for baseball (Pettengill and Auburn Suburban). Sabrina also discussed the softball community that was able to generate \$5,000 over the weekend to be used for a field tarp, which is not the best solution to the infield issues. However this does show that the softball community is willing to help fundraiser for any items wanted on the softball field that goes over the \$93,000 allocated in CIP. There was also discussion around addressing the issue of how to properly train the individuals who maintain the field once it is updated. There was also the potential for additional revenue from sponsors along the fence and dugouts.

****Motion:** recommendation to use the funds in the CIP FY15 ‘Renovate Baseball Field’ totaling \$93,000 to be used for the softball field in Pettengill Park, Dana Staples/seconded by Belinda Gerry, 6-0-1 (Tizz abstained).

d. Hasty and Senior Community Center Update – Sabrina talked about the completion of the Hasty project to occur in the next three weeks. The Senior Community Center is already started and will be a 3 month contract. The goal is to have this project completed by the end of the summer. Sabrina did reference a new event happening in Pettengill in Sept. which will be similar to an open house for families to come and see all the new updates to Ingersoll, Hasty, Senior, and the softball field.

Action Item: Sabrina will reach out to Howard on the lift for the lights if the Fire dept. is unable to provide their truck.

4. Work in Progress

a. Goals and Objectives – 5 to 10 year plan, Strategic Planning Meeting; Sabrina discussed the idea of holding a strategic planning workshop open to the public for the board to gather the communities thoughts, ideas, needs, wants surrounding Parks and Recreation and using this info to help Sabrina and the Board put together a 5-10 yr work plan. This will help provide the dept. a vision or goal they are working towards. Along with year to year goals and benchmarks needs to be met in order to achieve the ‘bigger picture’ goal. There was discussion on holding this workshop in the Fall due to timing with summer.

Action Item: Sabrina will organize a Parks and Recreation Strategic Planning workshop for the Fall 2017 with the goal of developing a 5-10 year plan.



b. Mission Statement;

****Motion:** to accept the Recreation Mission Statement; “Auburn Recreation promotes a healthy lifestyle through various recreational activities focused on enhancing the well being of all Auburn citizens.” Dana Staples/seconded by Howard Fogle, 6-0-1 (Tizz abstained).

5. Sub Committee Report – Senior Sub Committee (Belinda)

Belinda discussed the current fundraisers with the cookbook and bottle drive. There was some discussion on how more events will be able to happen once the facility is open such as bean suppers and pancake breakfast etc. The group commended Belinda on her efforts and ability to sell so many cookbooks so far.

Action Item: Sabrina will provide financial report when available for cookbook. Sabrina will report when the start date of construction for the Senior Center and the funds.

7. Adjourn – Motion by Howard Fogle/ Dana Staples Second by; pass 5-0-1