



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, June 10, 2020 at 6:30pm

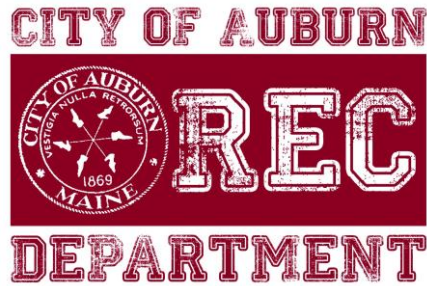
Auburn Senior Community Center

Members Present: Sabrina Best, Mike Thurston, Tim Cogle, Rick Martel, Paula-Curtis Everett, Misty Edgecomb, and Suzanne Roy

1. Approval of March Minutes: **Motion to accept Misty Edgecomb/Paula-Curtis Everett, Unanimous.**

2. Department Update

- a) Summer Programs and Special Events: Due to the COVID-19 Pandemic, the department had to make many changes to their summer program line up. The decision to move forward with Summer Camp, Grab 'N Go program, and outdoor sports that can safely practice social distancing while playing (softball, clinics) were given the green light to move forward. Staff worked extremely hard on creating a Meal program from scratch and thru working with the PAL, are currently serving 450 individuals with groceries. Summer camp and other summer programs had to put together plans that follow Maine CDC guidelines. Staff has spent the past few months researching, monitoring, and creating these guidelines that follow checklist provided by the Maine CDC. Sabrina will share Summer Camp's COVID plan, the departments reopening plans, and the Summer Brochure which will be made public on Friday June 12. Suzanne asked why the board was not part of the decision to reopen programs. Sabrina apologized for the oversight, but the department did get the support from City Council, City Administration, and the Deputy Fire Chief whose the City's Safety Coordinator. Sabrina talked about the updated refund policy for the summer allowing participants to join a class or program for the first class/week and withdraw for a full refund. This should have gone to the board as well for support and she apologized, a note was made to make sure the board is at least informed of these types of decisions. Sabrina talked about additional funding coming in from CDBG (CARES) that will benefit the senior center with a generator, frig/freezer units, summer camp scholarships, and food programs. There were many special events and programs that were cancelled this summer due to the 50 limit set by the State; Bicentennial Parade and Art in the Park are moved to May 16, 2021. Auburn Community Band and Summerfest were both cancelled this summer. The Farmer's Market was able to start up a month early in May and has seen decent foot traffic.
- b) Re-Branding Efforts: A new logo was sent to the board for input, there were many different options and staff narrowed down to the one sent out. The board felt this version looked clean and professional and the symbol could be used alone but represent all programming across the board (Seniors, youth, sports, etc). The color scheme and font looked good as well. Sabrina updated the group on the new registration process, there were 6 RFP's collected and staff will



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be narrowing down to the top 2 by July 1. Sabrina will bring the board into the discussion to get feedback on the top 2 regarding public website and ease of registration.

3. Work in Progress

- c) General FY21 Budget Update: Sabrina mentioned the City Council voting in favor of the 1st reading of the FY21 CIP and Budget. (It was official passed at the 2nd reading on June 15). Sabrina did talk about how the department lost a position at NSBA and how that could impact operations at the arena when they get back up and running with 2 sheets.
- d) Mount Apatite: Rick Martel talked about how FOMA has not been meeting but tasks are being completed such as: securing poop bag stands, trash cans, kiosks and outdoor flier holders have been updated with material. Rick talked about Bates students completing a GIS assessment at Mt. Apatite and accessibility needs assessment. Paula brought up a concern about the mining and digging of holes, which is allowed at Mt. Apatite but in a specific area. If there was proper signage with the basic do's and don'ts it may help prevent the digging under trees and creating unsafe conditions. Rick talked about working the Central Maine NEMBA on signage along trails, but the group has hit a road block with finding a good group or person to assist with mining. He will explore options and connect with FOMA on this issue. Funding for signage in general needs to be addressed either via the City, fundraising, or grants.
- e) Park Improvement Discussion: At the last meeting in March there was a motion made regarding parks and parks improvements. The Board would like this request to be made again to city administration. (*Motion made at March meeting: "Request a Workshop with City Council to Discuss Parks. The Parks and Recreation Advisory Board plans on expressing their concerns on park improvements and funding and will provide some recommendations." Rick Martel/Suzanne Roy; Unanimous.*) Pending the discussion at workshop the board would be willing to take the charge of researching and working with staff in developing a plan, budget, etc. to bring back to council.
- f) Public Art Committee: Sabrina updated the board on the Public Art Committee that was working towards selecting a piece of temporary public art for Auburn. After several council discussion it looked like the piece recommended by the committee was going to be approved but the location was moved from Anniversary Park to potentially the area by Longley Bridge. There was interest in the runner-up piece (fish) to be placed in Anniversary Park but would be funded via the Economic dept. within the park project. Sabrina will keep the board updated on this process.

3. New Business/Open Session for the Public

- a) New Chair (vote in July): Dana Staples was appointed to the Planning Board and will no longer be able to serve on the advisory board. His Chair position will be up for nomination at the July meeting.

- b) The July meeting will be held at Raymond Park and the August meeting will be held at Tot Lot. The Auburn Senior Community Center will be the rain location.

4. Next Meeting

- a) July 8, 2020 6:30 pm at Raymond Park
- b) Items for next meeting
 - a. CIP Projects
 - b. Parks

7. Adjourn

****Motion: to Adjourn by Rick Martel/Tim Cogle unanimous**