

**RECREATION & SPECIAL EVENTS ADVISORY BOARD  
MEETING MINUTES  
JULY 8, 2015**

**ATTENDEES:** Dave Gonyea, Ravi Sharma, Phil Savignano, Tizz Crowley, Sue Patneau

**ABSENT:** Dan Poisson, Eric Audette, Dave Sterling, Dana Staples

**GUEST:** Leroy Walker

- I. **Review of Minutes** – Minutes were discussed and reviewed. Motion by Tizz. Second by Phil Savignano. All in favor.
- II. **New Business**
  - A. **Program Budgets** – Tabled. No quorum
  - B. **Recreation Advisory Board Ordinance** – need suggestions for revision.
    1. Policies and procedures need to be outlined – Tizz suggested having Ravi send the board a copy of the one that is being developed by the planning board. Dave Gonyea asked that Ravi send out the existing ordinance as well.
    2. Winter Festival
      - a. Need to plan this event way in advance.
      - b. This is a 2 ½ day event with ice sculptures, shovel races, an obstacle course, music events, snow playground, movie, ice skating, etc.
      - c. It was felt that this should revert back to an economic development event with assistance from the recreation department, because it draws people to the City of Auburn from all around.
      - d. The event will take place during the last weekend in January. In the past, there were cross-country ski races at the middle school, skating at Walton, snowshoe races at Pettengill Park in the past, and it was a week-long event.
      - e. Tizz suggested that we establish a Winter Fest committee and solicit volunteers and encourage people to create events. Dave Gonyea asked why Leroy Walker and Tizz Crowley couldn't solicit money from CDBG funding.
      - f. Sue stated that what we need to back up and give the event back to the economic development department and offer recreation department assistance, not vice versa.
      - g. Total budget is approximately \$4,000.00. No tax dollars budgeted.
      - h. Recommendation to the manager of the City of Auburn the economic and community development department and the Auburn Recreation Department work together for a successful Winter Festival program, with a call-out for volunteers as soon as possible. This needs to be communicated to the city manager. If economic development doesn't want to accept charge of the event, it was suggested that we check to see if they have any funding available for this event.
      - i. Reach out to the Hilton for a pool party, drinks over the falls, etc. for new events for this year.
      - j. It was suggested that an annual calendar (a year ahead of time) of all special events be established.
- III. **“Alert Me” subscription on the City of Auburn Website.** 140 people are signed up to be alerted when something new comes up through their email.
- IV. **Adjournment**

Respectfully submitted,

Jan Biron, Administrative Assistant