



**AUBURN PARKS & RECREATION ADVISORY BOARD
MINUTES
February 13, 2013**

ATTENDEES: Eric Audette, Paul Douglass, Dan Poisson, Ravi Sharma and Leroy Walker

ABSENT: Phil Savignano

GUESTS: Tizz Crowley and Howard Kroll

- I. Minutes were reviewed by the members. Leroy Walker made a motion to accept the minutes as presented. Second by Dan Poisson. All in favor.
- II. Application for CDBG funds was presented.

This application is for CDBG funding for recreation programs. We have requested \$25,000.00 this year. Motion by Paul Douglass to authorize the department to submit the funding request. Second by Eric Audette. All in favor 4-0

Motion by Paul Douglass to authorize the director to negotiate for and contractually bind the organization for the funding requested. Second by Eric Audette. All in favor 4-0

III. CIP Review

Ravi Sharma presented a CIP packet for board members to review. He explained that the packet contained all of the CIP requests anticipated by the department from FY 2014 through FY 2018. He further reported on the following CIP projects that have already taken place.

A. Hasty gym floor installation

Money was allocated in 2006, but the work was never done. Approval was given to get the project done. The original appropriation was \$120,740.00. That amount was expended for the project, to include:

2.

1. B & L Hardwood Floors – removal and installation of floors – Upon removal, asbestos tile was found. DEP & EPA were contacted and abatement was done to include tile flooring, adhesive and piping insulation in the gym area. The floor was installed, sanded, painted and sealed.
2. New wall pads were purchased and installed by department staff
3. 15 mil vinyl floor covering and storage rack was purchased to preserve the life of the new floor. The covering will be used for non-athletic events.

B. Upper Pettengill Field Project

A total of \$15,000.00 was allocated to the Upper Pettengill drainage project, of which \$14,468.70 was spent on the following:

1. 880' of under-drain
2. 7 drainage structures
3. Outfield ditching
4. Installation – including pipe and crushed stone

Right field still needs more work, but is improved.

C. Raymond Park Retaining Wall

The budget for the retaining wall was \$10,000.00, of which \$6,617.63 was expended. The wall was replaced with pre-cast concrete blocks that were backfilled, loamed and seeded.

The unexpended balance of \$3,382.37 will go into the unallocated funds account and can be re-allocated to another project.

Leroy Walker expressed his desire to spend the balance on new picnic tables, benches and trash receptacles that are badly needed at the park. Also new playground equipment is needed.

IV. Ingersoll Arena

The Ingersoll Arena year-to-date report was distributed. The report showed total revenues of \$239,831.81 with expenses at \$265,548.23, a loss of \$25,716.42, however, there are receivables outstanding of \$79,000.00, with outstanding expenses of only \$6,882.00, bringing the account into the black.

Arena staff is working on scheduling some events that will make money for the arena.

V. Dual Rink Facility

A. Ravi showed board members the arena design plans and explained the details.

- B. There are a couple of options for the new budget. One of them ends with a loss of \$57,000.00 and the other ends in a loss of \$308,000.00.
- C. An arena manager is being sought. A job description is being developed.

VI. Land & Water Fund Grant

The grant application was submitted with regard to work on the New Auburn Greenway multi-use trail. Our project was not funded in this round.

Selections were as follows:

- 1. Jackson Beach, Hermon, Maine
- 2. Washington Street Recreation Area, Brewer

We will resubmit our application during the next round of funding in 2013.

VII. Open

Tizz Crowley came to bring up five (5) items to the board. They are as follows:

- 1. Cemetery maintenance plan. She would like to see a maintenance plan put in place as soon as possible so that it can be utilized prior to Memorial Day.
- 2. Auburn Municipal Beach swimmability study. She would like to see the beach area improved and for the city to make a commitment to the beach area and Tot Lot, as they are too valuable to the citizens of Auburn to be gotten rid of.
- 3. Assessing needs for recreation programs for citizens from young children to senior citizens. Programs should be made available to those who live on limited incomes and can't afford to buy a gym membership, etc.
- 4. Tizz wanted to know if there was any impact that the Townsend Brook would have on the Tot Lot area.
- 5. Tizz expressed her concerns about the sidewalks/crosswalks in the downtown area not being well cleared after the most recent storm.

Dan Poisson declared his interest in being the chairperson for the advisory board. Ravi suggested that prior to doing that, there should be a set of by-laws established. Leroy Walker suggested that the issue be placed on the agenda for the next meeting.

Ravi asked members to please send him agenda items, and he will include them on the next meeting agenda. He did, however, ask them not to send them to him one day prior to the meeting.

Howard Kroll stated that Denis D'Auteuil and Clint Deschene had discussed the cemetery maintenance situation and that it is being addressed. Ravi further stated that they have outlined the goals and will put a report together to include:

- 1. Goals
- 2. Priorities

3. Resources

4.

Leroy Walker stated that he witnessed someone in the arena taking a video up high in the corner of the building, over the seating. He asked what the OSHA rules are governing such a situation, i.e. use of a ladder, railing, being tied off, etc.

He also stated that he had requested that a tape recorder and two microphones be purchased for use at the advisory board meetings so that meetings could be taped.

Mr. Walker also remarked that someone had complained to him that there was no popcorn available lately in the arena for games.

Dan Poisson asked about the two (2) vacancies on the advisory board, and when they would be filled. Ravi responded that as applications are submitted they will be collected and reviewed. City Council is in the process of standardizing the appointment process. The Parks & Recreation Advisory Board will take place in October.

Motion by Leroy Walker to adjourn. Second by Paul Douglas. All in favor

Adjournment: 8:15 p.m.

Respectfully submitted:

Jan Biron, Administrative Assistant