



City of Auburn Recreation
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Parks and Recreation Advisory Board - Meeting Minutes

Wednesday March 11, at 4:30pm (Senior Center)

Members Present: Julia Bergeron-Smith, Phil Savignano, Misty Edgecomb, Clare Murray, Jeremy Gatcomb, Merissa Beaulieu, Dawna Labonte, Ryan Walker (official new member)

Visitors: Chris Hogan & Eric Santos (skateboarders and local business owner, and local screen printer)

Absent: None

Excuse Absences: No motion needed to excuse

Meeting Minutes: February minutes approved Phil/Misty; all in favor unanimous

Department Update:

- **Dawna's Update: One-Year Strategic Plan & Q1 Progress Report**
 - **One-Year Strategic Goals:** Our roadmap for the next 12 months is built upon four foundational pillars:
 - **Participation Recovery:** Return to 2019 benchmarks (measured by total registration/attendance logs).
 - **Operational Efficiency:** Full implementation of seasonal maintenance and storage systems.
 - **Staffing & Capacity:** Offload senior trip logistics to increase in-office programming capacity.
 - **Standardized Training:** Implement a "Full-Year Training Calendar" for 100% staff compliance.
- **Program & Budget Updates:**
 - **Summer Programming & Participation:** We are seeing strong momentum heading into the warmer months.
 - **Summer Camp:** Registration stands at 157 participants, with the vast majority indicating they plan to return for the full season.
 - **Summer Brochure:** Final designs are being wrapped up; the brochure is scheduled for release in early April.
 - **Youth Sports:** We are maintaining our focus on this sector to drive our quarterly 10% growth target.
 - **Spring Celebration:** Saturday April 4th (drop-in between 10AM-12PM). Dawna will be playing the role of the Easter Bunny
 - **Fiscal Status:** The department's budget remains in a healthy position. As of this update, we have received no requests for adjustments or cuts to our initial budget proposal. We are proceeding with our planned investments in staffing and infrastructure as originally requested.

Quarterly "Rocks" (Current Status)

Priority (Rock)	Measurable (Definition of Done)	Lead	Status
Recovery Baseline	10% increase in participation (Youth Sports focus)	Zach	On Track
PT Staff Training	Full year calendar created; 100% staff completion	Jen	In Progress
Maintenance Checklist	Checklist created and Public Works tracking active	Heath	Active
Senior Trip Lead	Hire PT person; increase in-office capacity	Jody	Hiring Phase
Storage Revamp	Cold storage cleaned; Age Friendly <u>conex</u> set up	Dawna	In Progress

New Business/Open Session for Public:

- **Skate Park – Presentation from Eric Santos:**

- Eric prepared a presentation to review with the committee He said that Lewiston’s skate park was one of the best in Maine. Tony Hawk donated funds to this park and skateboarded at the park
- Chris worked for one of the top two skate park builders in the world.
- The thought is that possibly have two one DIY at Moulton Park and a larger one built at Lakeview fields
- Eric and Misty did a walk through the Lakeview fields and Eric thinks that this would be a great place to build this skate park.
 - Setback ~ it is on a landfill (is there someplace to lay down another barrier)?
 - Gendron Aggregate is across the street, perhaps they would want to assist in some way.
- Phil asked approximately how much it would cost to build a skate park. Eric and Chris said today it would be around \$750/\$800,000.
- Moe asked what could be done with a skate park in the winter (could it be used as an ice-skating park). Eric said It COULD be shoveled and used for skateboarding. She also asked about “blowing up” the park because there is no public transportation. One last item she asked about was can you ONLY build up at Lakeview fields because of the landfill.
- The committee will invite Eric Cousens to a future meeting to discuss
- Julia will connect Clare, Julia, and Ryan (subcommittee for Skate Park) with Eric and Chris via e-mail
- Eric did say at the end of the meeting that he would like to be sure to have a “safe” place for funds that were raised to be saved (not allocated to something else in the future). The discussion is that perhaps the subcommittee could be a 501C

Vacancies/Resignations:

- Julia said that there was still one open position

Subcommittees updates:

- **Resource Assessment** (Phil, Misty, & Moe) They will meet between now and the next meeting
- **User Survey** (Julia, Misty, & Clare) – They will meet before getting Dawna involved, they will loop her in after
- **Skate Park** (Clare & Ryan) Julia will email all involved as discussed above

Updates, Previous Meeting's Action Items:

- **Open-Space Danville Corner Road Recommendation:**
 - Julia Claire and Merissa rewrote the recommendation and sent it to Eric for the planning board meeting that was held on March 10, 2026
- **Auburn Comprehensive Plan Goals & Actions (Mtg Recap)**
 - Julia recapped the meeting of February 24, 2026

Work in Progress:

- **Strategic Planning Step 3 Vision Workshop:**
 - Today's visioning workshop was put on hold. Waiting for the Planning Department to send back the updated Comp Plan Parks and Rec Action Items. Instead, the group generated action items for each subcommittee to help guide next steps.
 - **Develop/recap list of action items from today's meeting:**
 - **(Julia)** Send connector emails to all subcommittees and share goals for initial meetings
 - **(Phil, Misty, Moe)** Hold first resource assessment meeting
 - **(Julia, Clare, Misty)** Hold initial user assessment (survey) meeting
 - **(Clare, Ryan)** Hold the first skate park subcommittee meeting
 - **(Julia)** Share next version of Comp plan's Goals and Actions once Planning staff send it along
 - **(All)** review and weigh in on updated Goals and Actions Doc
 - **(Julia)** Share the Comp Plan community review dates with the group (once known)

Meeting was adjourned, Clare/Phil; all in favor unanimous.

Next meeting will be held Wednesday April 8, 2026 – 4:30 pm – Senior Center