



City of Auburn  
Recreation Department  
Dawna LaBonte', Director  
48 Pettengill Park Road | Auburn, Maine 04210  
www.auburnmaine.gov | 207.333.6601 ext. 2105

## **Parks and Recreation Advisory Board - Meeting Minutes**

Wednesday January 8, 2025, at 4:30pm (Senior Center)

**Members Present:** Misty Edgecomb, Haley Warden, Dawna Labonte, Julia Bergeron-Smith, Jeremy Gatcomb, Corey Kinnan, Tim Cogle, Philip Savignano

**Absent:** Elisabeth Collier and Sara Parker both are excused Phil/ Corey; all in favor unanimous

**Meeting Minutes:** December minutes approved Corey/Haley; all in favor unanimous

### **Department Update:**

- **New Years Auburn:** New Years Auburn was a huge success and City hosted over 5000+ people throughout the night. The recreation staff that worked had a blast and are excited about the next City-wide event.
- **Pizza & PJ's:** The 2<sup>nd</sup> annual Pizza & PJs was great – participants had great feedback and loved the cookie decorating, personalized placemats, the visit from Santa & Mrs. Claus and of course the Pizza. Thanks to Pat's Pizza for their generous donation of 20 pizza for this year's event.
- **PAL Christmas:** PAL staff and volunteers worked hard and diligently to make sure that the high risk/low-income children in our community had a normal Christmas. With their efforts they were able to deliver and hand out over 300+ children's gifts for the holidays. Thank you to the sponsors that donated, and the volunteers that helped wrap the gifts.

### **Looking Ahead:**

- **Budget/CIP Process Beginning:** First draft of the Rec budget has been completed, and CIP items have been submitted for review. These are currently awaiting viewing at CM office.
- **Spring/Summer Brochure:** We have completed the first draft of the Spring/Summer brochure and some of those programs are available to register on our website- the brochure will be released in March.
- **Financial Aid for summer Camp:** Summer camp financial aid application is now posted on the city's website, not everyone will qualify since the median was raised from 80% to 100%. People (Auburn residents only) are still encouraged to apply, there could be certain circumstances where we could do something to assist.

### **Building Closure:**

- Please note that Recreation Main Office will be closed for Martin Luther King Jr Day Monday January 20, 2025, also President's Day Monday February 17, 2025.

## **New Business/Open Session for Public:**

- **Review bylaws for Parks and Rec Advisory Board:**
  - These can be found on the city's website.  
[https://www.auburnmaine.gov/CMSContent/City\\_Clerk/DIVISION 4. PARKS AND RECREATION ADVISORY BOARD.pdf](https://www.auburnmaine.gov/CMSContent/City_Clerk/DIVISION_4_PARKS_AND_RECREATION_ADVISORY_BOARD.pdf)
    - Misty thought that the only thing that was lacking was the attendance policy
  - Phil asked about a mission statement for the committee itself, and Dawna read the Recreations mission statement, and she thought that the committee should come up with their own mission statement by taking Recreations and Public Works and merging them and possibly changing it every couple of years.
  - Misty asked how to communicate to the public that the committee is there to assist should they need them. Dawna said that Recreation could put something in the program brochure.
  - The overall census is that there is a just a bit of language that needs to be changed in the bylaws.
- **Conference update:**
  - Phil attended a 2-day conference ~ Outdoor Recreation (3<sup>rd</sup> one held). He explained to the group that there are 4 pillars of the tourism industry (see below). Maine is 6<sup>th</sup> in the country for outdoor economy.
    - Outdoor Recreation
    - Food
    - Arts & Culture
    - Lodging
  - Phil said he was able to spend time with huskies watching a dog sledding event.
  - Phil said there were several municipalities present and that he spoke to the group about someone that represented Gorham because Gorham has 50 miles of bike trails. He also said that there was a need to showcase what Auburne already has to offer (which means more promotion and signage etc. is needed).
- **Ad Hoc committee update:**
  - Phil attended a council meeting to present planning and permitting requirement findings
  - Phil suggested that the committee go to Danville to see where the trail would end. Misty said it could be added to the parks tour.

## **Work in Progress:**

- **Review of SWOT analysis for parks:**
  - Tabled until next month

## **Other Business:**

- Misty said that the old "Barn" on Minot Avenue should become a recreation center. She said it was a central location and there is plenty of room for all sorts of things.
  - Tim said that the building is beyond repair (it has hazardous chemicals and other

issues). Also, the city does not own that building.

- Misty informed the committee that she is inviting the woman that wants to get a grant for an outdoor fitness center to the meeting in February.
- Haley asked who oversaw bidding on the location to hold the USATF meet. Dawna said there is not anyone in charge of bidding the USATF determines the locations and informs the towns.
- The committee thought that it would be a good idea to have Marc Gosselin (Executive Director, Community Partnerships & Sport Tourism). They thought it would be a good idea to have him inform the committee what he was doing to bring in events etc. He will be invited to the March 12<sup>th</sup> meeting. Corey also thought it may be a good idea to have Jay Brenchick attend a meeting as well since he is the Director of Economic Development.
- Misty asked if the committee could write and RFP for the dog park. The committee said it would be best to focus on one larger item at a time. Corey said that he will look for a grant to apply to the dog park since this is also one of the
- Misty met with Jane from Conservation. Jane thought it may be a better idea to have the food forest in a few other (approx. 10) locations. Misty had to remind her that the committee was charged with having the food forest at Tot Lot. This will be the main focus of the committee moving forward.

**Meeting was adjourned, Haley/Corey; all in favor unanimous.**

Next meeting will be held Wednesday February 12, 2025 – 4:30 pm – Senior Center