

Portland Parks and Recreation Commission

Meeting Minutes

Monday, March 13, 2023

Buck-Foreman Community Center

Parks & Recreation Office

265 Main Street

Present: Commission Members: Karen Agogliati, Chair, Kevin Backman, Chris Donahue, Brian O'Connor

Also: Ralph Zampano, Board of Selectmen Liaison to the Parks and Recreation Commission, Andy Dionne, Parks and Recreation Director

Absent: Deb Rooth, Peter Filanda, Alt., Amanda Herzog, Alt.

1. Call to order

Karen Agogliati called the meeting to order at 6:00 p.m.

2. Roll Call/Appointment of Alternates

No action.

3. Approval of Agenda

Chris Donahue made a motion to approve the agenda as presented. Kevin Backman seconded the motion which was approved unanimously.

4. Approval of Minutes – Regular Mtg. February 13, 2023

Chris Donahue made a motion to approve minutes for Regular Meeting on February 13, 2023 and seconded by Kevin Backman. The motion was approved unanimously.

5. New Business

a) Disc Golf Proposal by Donna Agogliati and Dominic Hollister

Donna Agogliati and Dominic Hollister presented a proposal for disc golf. They said that the closest disc golf course is 30 – 35 minutes away. It would be convenient if there was a course in Portland. A handout included pictures of an example of a 9-hole course layout, disc golf sign with return bin, disc golf course signs (Wallingford and Nichols State Park in East Haddam), disc

golf tee layouts and signs, and examples of disc baskets. Disc baskets are placed permanently with concrete. Disc golf tees can be walked on as they are on raised platforms and strategically placed. Sponsor signs are permanent.

Proposal includes pricing for items needed for a 9-hole course. Total cost estimate is \$5,150. Sponsorship for each hole is \$500 includes signage.

Suggested course location is Riverfront Park. Donna, Dominic and commission members will schedule time to walk the area to see if it is a doable. Other suggestions were the reservoir and the back area of the new park. The Parks and Recreation Commission is on board with disc golf.

Disc golf has increased in popularity because of the pandemic – being outdoors with social distancing. Play will be free of charge. Play cannot conflict with those on a nearby walking trail. Independent play is acceptable while tournament play takes place. It will be determined if a permit is required for tournament play.

The Parks and Recreation Commission is on board with disc golf. Donna and Dominic will come back to the meeting in May with updates.

b) Dedication/Naming of Fields at the Recreation Complex

Tom Flood (deceased), former 14-year Board of Selectmen member, is on the short list for dedication/naming of one of the baseball fields. Andy Dionne read a statement supporting him. Tom was a main proponent for the purchasing of property for the new park.

There was a discussion regarding criteria for dedication/naming including submission of a formal letter to the Board of Selectmen. A person does not have to be deceased. Research will be done to determine other names on the short list. The list requires four names. Discussion will be tabled.

6. Action Items

a) Sponsorship Sign Permit Update

Little League has decided not to be in charge of sponsorship signs. It will now be the responsibility of Parks and Recreation. Andy Dionne presented the updated version of the Athletic Fields Advertising Program document. The permit application fee of \$25 will be eliminated and replaced by a \$350 charge which will include production, installation, and removal of signs. Sponsors will be asked to provide logos by jpeg. Vendor to be determined for production of signs and costs. Coordination of all signs will take at one time. Ralph Zampano wants to provide an update to the Board of Selectmen that the PRC is going forward with sponsorship at the fields.

Ryan Curley has spoken with the Bond Council. The Town Attorney will review the Advertising Program Policy one more time for accuracy and content.

Brian O'Connor made a motion to approve the Athletic Fields Advertising Program Policy with revisions. Kevin Backman seconded the motion that was approved unanimously.

b) Field & Pavilion Rental Permits

Andy Dionne said that if police are needed for a rental, then payment for police will be 1.5 times the officer's hourly rate. A list of questions will be given to Ryan Curley for discussion and review by Town Attorney. Basketball courts at the new park will be a future agenda item. Chris Donahue suggested installation of a chain link fence at the soccer field for safety so that kids don't kick the balls off the field and chase after them. It was suggested that the fence run the entire length of the field. Payment for the fence was discussed and LoCIP (Local Capital Improvement Program) may be an option. There was a discussion about planting of the Christmas Tree. Location will be confirmed by Ryan Curley and Public Works in an area where there is easy access to utilities.

c) Easter Egg Hunt

Date for this year is April 1, 2023 at 10:00 am with rain date of April 2, 2023 at 1:00 pm. Commission members will begin setting up on April 1st at 8:30 am or on April 2nd at 11:00 am. Sketch diagram for layout at the park was created. Carl Guild will bring baskets, prizes, bunny ears, coffee and hot chocolate. Groups by age are as follows: 1-2, 3-4, 5,6,7, and 8,9,10. The Easter Bunny will be present.

There will be prizes for each age group and toys on the field along with the eggs. There will be 200 eggs for each age group. There will be safe obstacles that will make it more fun – hula hoops, cones, etc.

Each Commission member will purchase 2 bags of candy and drop off at the Parks & Recreation office ASAP. It will be determined when eggs will be filled. Roping off the areas will be better than last year to maintain order (yellow posts). Parents will be lined up in the middle so that they can see their kids. There will be 2 signs to designate each age group and 4 start signs.

7. Public Comment

There was no public comment.

8. Adjourn

A motion to adjourn was made by Chris Donahue and Kevin Backman seconded the motion. The motion was approved unanimously. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Dawn Guite

Recording Secretary