

Portland Parks and Recreation Commission

Regular Meeting Minutes

Monday, October 16, 2023

Buck-Foreman Community Center

Parks & Recreation Office

265 Main Street

Present: Commission Members: Karen Agogliati, Chair (arrived at 6:15 p.m.), Chris Donahue, Deb Rooth, Kevin Backman

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

Absent: Brian O'Connor, Peter Filanda, Alt., Amanda Herzog, Alt.

1. Call to order

Chris Donahue called the meeting to order at 6:00 p.m.

2. Roll Call/Appointment of Alternates

No action.

3. Approval of Agenda

Deb Rooth made a motion to approve the Agenda for October 16, 2023 and seconded by Kevin Backman. The motion was approved unanimously.

4. Approval of Minutes – Regular Mtg. September 11, 2023

Kevin Backman made a motion to approve minutes for Regular Meeting on September 11, 2023 as presented and seconded by Deb Rooth. The motion was approved unanimously.

5. Seasonal Events

“Come “Come on Over” 5K/2.1 Mile Fitness Walk is scheduled on October 21, 2023. To date 86 people have signed up. Registration will be manually, by paper, with payment by cash or check. EMS and ATV personnel will be at the event as will volunteers from the high school, CERT Team, and Youth Services. Water will be provided by Angela Aresco of Carl Guild and Associates. McCabe and Associates will have a raffle. Medals and trophies, tee shirts for volunteers and participants, signs, and megaphone, are on hand. Kevin and Chris will meet on Friday at noon to do painting. Orange vests will be available. Start

time is 10:00 a.m. and commission members will begin setting up at 7:00 a.m. Platt Systems will arrive early morning to set up timing. Cara will take pictures.

Halloween on Main is scheduled on October 27th. Commissioners will set up at 3:30 p.m. Event runs from 4:00 – 6:30 p.m. No rain date is scheduled for the event. Commissioners have been asked to donate candy.

Tree Lighting/Holiday Parade is scheduled on December 3, 2023. Commissioners will set up at 4:00 p.m. Check-in is at 4:30 p.m. and parade begins at 5:00 p.m. Tree Lighting will follow the parade. Hot cocoa will be provided by Parks and Recreation. Tripod lighting will be set up by Public Works. Cones, barricades, and rope will be set up along the street/parade route. Karen will provide the box for toy donations. Andy will get the permit to B.I.S. and will purchase tickets for the raffle. Hot cocoa, raffle and toy box will be set up in one area for easy access. Andy and Courtney will schedule a meeting to discuss the logistics.

6. Capital Improvement Plan Update

Andy Dionne walked the parks with Nate S. to determine what needs replacement, revamping, add-on's, etc. He discussed the parks and order of priority for what is needed.

7. Parks and Recreation Programs

Andy Dionne said that registration for youth basketball has begun. Start date is 1st/2nd week in December. Schedule may have to be reworked due to gym repairs at Gildersleeve that will take six weeks. Drop-in Men's basketball has begun. Logistics for entering the building were discussed. If entry doors are propped open, then the program will need to be canceled.

8. Public Comment

There was no public comment.

9. Adjourn

A motion to adjourn was made by Kevin Backman and Deb Rooth seconded the motion. The motion was approved unanimously. The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Dawn Guite

Recording Secretary