

Portland Parks and Recreation Commission

Regular Meeting Minutes

Monday, May 13, 2024

Buck-Foreman Community Center

Parks & Recreation Office

265 Main Street

Present: Commission Members: **Vice-Chair, Chris Donahue**, Kevin Backman, Deb Rooth, Amie Leary

Also: Andy Dionne, Parks and Recreation Director, Jim Tripp, Board of Selectmen

Absent: Karen Agogliati, Regan Fitgibbons, Jillian Crawford

1. Call to order

Chris Donahue called the meeting to order at 6:02 p.m.

2. Roll Call/Appointment of Alternates

No action.

3. Approval of Agenda

Deb Rooth made a motion to approve the Agenda for May 13, 2024 as presented and seconded by Amie Leary. The motion was approved unanimously.

4. Approval of Minutes – Special Mtg., April 8, 2024

Deb Rooth made a motion to approve minutes for Special Meeting on April 8, 2024 as presented and seconded by Amie Leary. The motion was approved unanimously.

5. Seasonal Events

The Brownstone Quorum’s Quarry Celebration Day is scheduled on June 8th from 10:00 a.m. – 4:00 p.m. Rain date is June 9th. Music is scheduled for 11:00 a.m. – 1:00 p.m. A vendor map will be available. There will be activities for children, and food trucks.

The Fall Festival will be held following the 5K race on September 28, 2024. 5K will begin at 10:00 a.m. rain or shine. Festival will be determined by weather. It was suggested that the 5K map be updated to help visualize the set-up for the Festival. A flyer to attract businesses will be developed. Andy Dionne will be contacting Primavera Pizza and ice cream vendors. There will be pumpkins, face painting, and an activity to be determined by PRC. PRC will have an information table. Andy would like the race arch pushed back for safety reasons.

6. Field and Facility Rental Policy

The latest copy of the Field and Facility Rental Policy was discussed. Changes are marked in red. Deb Rooth made a motion to approve the updated Field and Facility Rental Policy, seconded by Amie Leary. The motion was approved unanimously. Andy Dionne will forward the updated policy to Ryan Curley and the Town Attorney for review. Once the policy is reviewed by the Town Attorney, Andy Dionne will present the policy to the Board of Selectmen and ask for their approval.

7. Park and Field Updates

a. Discuss Naming of Fields at Portland Rec. Complex

Amy Gustafson of Fairway Drive discussed naming a field to honor a family member who was a lifelong resident of Portland and heavily involved in baseball programs.

In order for a field to be named, the Parks and Recreation Commission would need to vote on whether or not they would like to recommend the name to the Board of Selectmen. If the Commission agrees to a name, then the name will be presented to the Board of Selectmen who will have final say on if the name is approved.

The discussion of naming fields at the Portland Rec. Complex is ongoing.

b. Other Park and Field Updates

Portland Recreational Complex Soccer Fences were discussed. Portland Soccer Club is interested in renting the fences as part of a sign sponsorship program. The general consensus was that a rate of \$500 per season was reasonable. Andy will work with Ryan Curley and the Town Attorney on wording an agreement. The Parks and Recreation Commission will vote on whether or not to approve the agreement at a future meeting.

Little League is sharing use of the PRC shed. It was suggested that the shed cages be broken up into thirds, which will leave one open for PRC. Cages that are needed have to be locked.

Graybar Proposals for lighting at Middlesex Ave. were discussed. To replace the switch and fix lighting will cost \$9,412.68. Discussion is ongoing.

Caroline Murray has a bench that she would like to donate to the Portland Rec. Complex. It would depend on what condition it is in. Deb Rooth will do a drive by to see what it looks like.

Andy Dionne reported that Peter Filandia offered to pay for batting cages at the Portland Recreational Complex. The Parks and Recreation Commission agreed that Peter's proposed location for the cages was not feasible. Alternate areas for the cages may be discussed

8. Parks and Recreation Programs

Andy Dionne said that interviews went well for Summer Quest counselors. Kiddie camp has good enrollment. Base camp is being determined. Registration is open. All staff training begins on June 8th.

9. Budget and Capital Needs

There was no discussion.

10. BOS Liaison Discussion

There was no discussion.

11. Public Comment

There was no public comment.

12. Adjourn

A motion to adjourn was made by Deb Rooth and seconded by Amie Leary. The motion was approved unanimously. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Dawn Guite

Recording Secretary