

**Portland Parks and Recreation Commission**

**Regular Meeting Minutes**

**Monday, June 10, 2024**

**Buck-Foreman Community Center**

**Parks & Recreation Office**

**265 Main Street**

**Present:** Commission Members: Chair, Karen Agogliati, Chris Donahue, Kevin Backman, Deb Rooth, Amie Leary, Regan Fitzgibbons

**Also:** Andy Dionne, Parks and Recreation Director

**Absent:** Jillian Crawford, Jim Tripp, Town Council Liaison

**1. Call to order**

Karen Agogliati 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 June 10, 2024 as presented and seconded by Regan Fitzgibbons. The motion was approved unanimously.

**4. Approval of Minutes – Regular Meeting, May 13, 2024**

Chris Donahue made a motion to approve minutes for Regular Meeting on May 13, 2024 as amended and seconded by Deb Rooth. The motion was approved unanimously.

**5. Seasonal Events**

Dates have been set for the summer concerts as follows:

July 16, 2024 - Small Town Roots

July 23, 2024 – Johnny Nonsense

July 30, 2024 – Juicebox (To be confirmed)

August 6, 2024 – Great Hill Mountain Band

August 13, 2024 – 70's Project

The presenting sponsor is offering free ice cream for two concerts.

June 27, 2024 is Summer Kick-off from 3:00pm – 5:00pm. Volunteers will set up at 2:30pm. PRC will have an information table with fliers.

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. Sponsorship letter and flyer to attract businesses will be developed. Due to safety concerns there will be no vendors or music this year. 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**

Policy is being reviewed by Town Attorney; question raised about “first come first serve”. Discussion will continue.

## **7. Park and Field Updates**

Sponsorship sign policy for Soccer fences is being worked on. Scoreboard is not working as there is no power to it and an issue with the vendor. Middlesex Avenue lights is ongoing. No resolution yet. LOCIP funding cannot be used for repairs. The window has been repaired at the concession stand. Andy will be discussing mesh wire gates for the storage room next week with Peter Willse – codes and measurements.

There will be an eight day closure of the Airline Trail for water to be pumped out of Jobs Pond. The timeframe, to be finalized, is July – August. In March 2025 EverSource needs to revamp the area but the trail will remain open.

There was a discussion about naming of Fields at Portland Rec. Complex. PRC puts forth name(s) to be voted on by the Board of Selectmen. The Parks and Recreation Commission will work on developing a field naming policy before any names are suggested to the Board of Selectmen. Two portable Pickleball nets have been purchased and will be delivered to the high school. Temporary lines will be set up on tennis courts.

Deb Rooth said that it is an 8 foot picnic table to be donated not a bench as previously mentioned. The Murrays have generously made this offer. There was a discussion as to where it should be placed and suggested the play area behind the Police Department.

## **8. Parks and Recreation Programs**

Andy Dionne held all staff training for camp on June 8th. Staff total is 36. First aid training will take place the week of June 17<sup>th</sup>. CIT Program is scheduled from July 15 – July 26<sup>th</sup>.

Kiddie camp has good enrollment. The pre-school room will be the location for Kiddie Camp. Registration remains open for summer programs.

Inspire Girls Basketball program has come to Portland. Price is \$20.00 per person and registration deadline is June 24<sup>th</sup>. The program requires 30 attendees. To date there are 27. Age groups are 6 – 13 years old. One week program runs from 9:00am – 3:00pm including breakfast and lunch. The second week of Inspire Girls Basketball is taking place on the week of August 5<sup>th</sup> – August 9<sup>th</sup>.

June 26<sup>th</sup> Fun Run will take place at 6:00 pm. Staff will set up at 5:00pm. It will be decided if the splash pad time will be extended to accommodate the participants.

Slamma Jamma Basketball is also being offered this Summer.

Youth Golf Program always sells out.

Chris Donahue asked about replacement of basketball rims and if LOCIP funding can be used. He suggested that Nate include weed whacking when mowing grass.

## **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 Chris Donahue and seconded by Regan Fitzgibbons. The motion was approved unanimously. The meeting adjourned at 7:10 p.m.

Respectfully submitted,

*Dawn Guite*

Recording Secretary