

Portland Parks and Recreation Commission

Special Meeting Minutes

Monday, April 8, 2024

Buck-Foreman Community Center

Parks & Recreation Office

265 Main Street

Present: Commission Members: Karen Agogliati, Chair, Chris Donahue, Deb Rooth, Amie Leary, Regan Fitzgibbons, Jillian Crawford - Alternate

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

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

Chris Donahue made a motion to approve the Agenda for April 8, 2024 as presented and seconded by Amie Leary. The motion was approved unanimously.

4. Approval of Minutes – Regular Mtg. March 11, 2024

Chris Donahue made a motion to approve minutes for Regular Meeting on March 11, 2024 as presented and seconded by Amie Leary. The motion was approved unanimously.

5. Seasonal Events

350 participated in the Easter Egg Hunt. Andy Dionne thanked the volunteers and said he liked the set up this year. Extra candy will be on the schedule for next year.

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. The next meeting to discuss the 5K and Festival is on May 13th at 5:00 p.m. It was suggested that the 5K map be updated to help visualize the set-up for the Festival.

Quarry Celebration Day is scheduled on June 8th from 10:00 a.m. – 4:00 p.m. Rain date is June 9th. A vendor map will be available. There will be activities for children, and food trucks. 64 vendors have signed up thus far.

6. Field and Facility Rental Policy

Latest copy of the Field and Facility Rental Policy was discussed. New draft will be available at next meeting with suggested changes. Discussion will continue. Changes focused on compliance of policy dates, payment, and priority users.

7. Park and Field Updates

An email sent by Peter Filandia discussed batting cages needed at the new park and location of (diagram included). There was a discussion among commission members agreeing that this is not a viable action at this time as cemented equipment and bench would have to be moved. Little League is sharing use of the PRC storage room. It was suggested that the cages be added to the storage room so that it can be broken up into thirds, which will leave one open for the Parks and Rec. Department. Andy is waiting for a cost estimate for lighting at Middlesex Avenue. There was a discussion about sponsor signage at the ball fields and that center field should be kept open for visibility.

8. Parks and Recreation Programs

Andy Dionne said that 26 acceptance letters for summer staff. Positions will be finalized on April 29th. Subs are needed. Andy will have a chart with staff breakdowns by section to discuss at the next meeting.

9. Budget and Capital Needs

Parks and Recreation Budget was approved by the Board of Selectmen.

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 Regan Fitzgibbons. The motion was approved unanimously. The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Dawn Guite

Recording Secretary