

New Gloucester

Parks and Recreation Committee

Minutes of June 10, 2019

Guests Present: Richard Allan (ERC)

Members Present: Kathleen Potter, Rebecca Klotzle, Don Libby, Michael Fralich, Linda Chase (Selectman Liaison)

Members Absent: Jane Sturgis, Kimberly Brusseau, Brady White

Town Staff Present: Morgan Rocheleau (Director)

1. Approval of Minutes of the Last Meeting: K. Potter motioned. M. Fralich second. 4-0-1
2. ERC Update:
 - a. 5/31 ERC Work Day at the Fairgrounds. Mulching, Landscaping and Weeding of the pollinator garden
 - b. M. Rocheleau spoke to the ADA ramp work that was completed last week. PW did the earth work to install the ramp (for the LWCF grant) to the pavilion. Based on the earth work the ramp was moved slightly, providing a shorter and more direct pathway from the parking area to the pavilion. M. Rocheleau, will be communicating the change of location to ERC Chair.
 - c. A discussion with several members of ERC and a resident of the Sabbathday Lake area about the erosion and water run off took place recently. They are working at possible solutions.
3. Old Business:
 - a. Farmers Market:
 - I. No Vendors have registered at this time
 - II. Discussion about the challenges **and** about why we haven't received any vendor registration.
 - i. Competing Markets on Saturday mornings
 - ii. Bad press from community members
 - III. Possible changes to avoid cancelling the program for the summer
 - i. Delay the start of the season to give more time to recruit vendors
 1. Anticipated start in 2nd week of July
 - ii. Find another day of the week to offer the program
 1. Sunday Evenings
 2. Tuesday Evenings
 3. Thursday evenings
 - iii. Discussion about the suggested days
 1. Sundays won't have enough traffic
 2. Tuesdays have several rental programs occurring that could help attract more engagement.

- 3. Thursdays does have rentals, but not as many participants.
 - iv. Committee felt that Tuesday was the best day to offer the Market from 4-7pm each week. The anticipated start date is July 9th and will end on September 24th.
 - IV. M. Rocheleau will email all vendors about the change.
 - i. Updating the website, changing the pricing structure to reflect the new schedule.
 - V. M. Rocheleau will work on creating a press release for the change of the program for the 2019 season.
 - b. Programming Update:
 - I. Regional Senior Bus Trip on July 29th to Bailey Island
 - i. Partnership with Windham, Gray and New Gloucester
 - II. Before & After School Care for Memorial School
 - i. This is a BIG program that needs to happen for the department, it has large revenue impacts
 - ii. M. Rocheleau met with principal of Memorial School, who was very supportive of the idea and program. He will need to meet with the School District Director of Operations D. Boucher.
 - iii. M. Rocheleau is having difficulty establishing the meeting to discuss the possible challenges of offering the program.
4. New Business
 - a. LWCF Grant – Deadline is 9/1/19
 - i. The ADA ramp to the pavilion has been started by PW. All of the earthwork has been completed for the ramp, the project will move forward to paving the ramp by June 30th
 - ii. Trail Work – is the next item that needs to be completed for the Grant process to be complete.
 - 1. Discussion about improving and better defining the already established trail near the pavilion looks to be the best option at this time.
 - 2. Keeping the vision of having a larger trail system in the future
 - 3. L. Chase has offered to take M. Rocheleau on the current trail option
 - b. Committee Vacancy
 - i. B. White has submitted his resignation due to a personal relocation
 - ii. Creating a mid-term opening on the committee
 - iii. Members will recruit and the opening will be promoted on Social Media
 - c. Community Fair
 - i. Discussion on what will the P&R table/booth encompass
 - 1. M. Rocheleau found some Parks & Rec shirts in storage that could be used/sold at the table as part of a fundraiser.
 - 2. K. Potter and R. Klotzle mentioned offering reusable shopping bags as fundraiser.
 - 3. The table/booth needs to have some sort of activity or attraction
 - a. Cornhole, popcorn, face painting

4. Use the booth as an opportunity to collect information from the citizens about their vision of needs from Parks & Recreation for the town.
 5. Creating a "Fair Passport" to explore the grounds/fair
- d. Increasing Community Involvement
 - i. Contact S. Hastings to utilize the information collected during the comprehensive planning process. Use that information as a good starting point.
 - ii. The worry of spreading the department too thin by offering too much too soon. There needs to be a focus on what we are building and offering to our community.
 - iii. D. Libby mentioned the continued focus of the Fairgrounds Development as a focal point of the department.
 - iv. L. Chase asked for the creation of a ranking matrix that will allow the committee to identify the areas of importance to give direction for the coming year.
 - e. Programming Opportunity
 - i. D. Libby brings up the topic of RAD/Self Defense studio being relocated to Gray Plaza. Might want to explore partnerships and collaboration opportunities.
5. Motion to adjourn by D. Libby, seconded by M. Fralich - vote 6-0-0
 6. Next meeting to be held on July 1st @ 5:30pm in the Community Building