



**PARKS AND RECREATION COMMITTEE  
MEETING MINUTES\*  
FEBRUARY 14, 2022  
VIRTUAL ONLY MEETING**

**1. Welcome, Call to Order and Roll Call**

**a. Meeting called to order** at 12:00 p.m. by Chairperson Jason Corbin

**b. Roll Call**

**Members:** Jason Corbin, Ian Kaiser, Michelle Low, Amy Forbes, Kay Moore, Jennifer Lewer and Larry Carlson

**Alternate:**

**Absent:** Bob Cruickshank

**Others:** Carole Aaron, Select Board Liaison

**Guests:** Ilene Kanoff, Ogunquit Town Office

**2. Review of the Minutes from the January 10, 2022 Meeting**

**a. Motion to approve by: Michelle; Seconded by: Ian Approved 7-0**

**3. Old Business and Follow-Up Items:**

**a. Preliminary Survey Results and Next Steps (Ilene and Committee)**

**Ilene** provided an update: 364 total responses; we can turn it off as of today if we decide; need to determine how we are going to share these results as there are a number of different ways to do so; provided an example of q#11; can use a word cloud if we like – can experiment different ways to present; discussed potential way to present; can break down with different demographics

**JC** present to Select Board sooner rather than later as we need to show why a Cultural and Recreation Director is necessary; every town around has a full-time person

**LC** at this point we need to convince the community as the BRC and SB has already voted

**IK** asked **Carole** her opinion. Need to sell this position to the Community. Need to put together a plan. Need to present to the Select Board

**LC:** need to decide to close off the survey as of when – decided as of today

**IK:** proposed to set up a Committee to frame the position which he would be glad to be on

**JC:** asked that who would like to be on the Committee. ML suggested that we reach out to other Committees that may be involved with this position

**LC:** suggested that there are two different routes that can be brought back together

**JC:** how to move forward? JC, LC and ML glad to work on the survey presentation first and then the other. Will plan on March 15<sup>th</sup> if possible

**IK:** more focused on Director position positioning. Parallel effort not exclusive of each other

**b. Status of Landscape Architect and Possible Grants (Michelle, Kay, Ian and Larry)**

**KM:** provided an update. Used the American Society of Landscape Architects for potential firms we could work with. Made some 40 calls to get 4 responses. Has found 3 who are interested in working with us. First is Sashie Misne who was referred by Gawron Turgeon and is located in Portland. Second Allison DiMatteo, partner at Oak Point in Biddeford and third Bob Metcalf, President of Mitchell and Associates, also in Portland.

Bob asked if we have a survey of the field. Will need approval from town of York for work that we may propose. Did get a referral from Wells and John Patten. Has not heard back from either of those two referrals. ML mentioned that a LA would help provide information, set up charettes etc. ML has not heard back from Seth who has responded in the past

**c. Update on Bonaire (Michelle)**

**ML** moving along nicely. Meeting every other week at the Chamber. In addition to Parks & Rec, there are representatives from Perkins Cove, the main stage, the arts, craft fair at Jacobs Lot etc. We will have sand drawing that day and hope to have some activities at OVS and the Park. We will need some volunteers to check people in. This will be on Saturday June 11<sup>th</sup>. Will put a request on social media as well as Carole will make a request at the Select Board meeting

**d. Plein Air Event Permit (Jen)**

**JL** provided an update. Event will be Saturday September 10<sup>th</sup>. We are looking to get a permit under Parks & Recreation

**e. Possible grants for landscape architect (Ian)**

**IK** - Has looked at 3 separate grants. Will provide more information at our next meeting

**f. Update on USTA Program and Tennis Backboard (Kay)**

**KM** – spoke with Eric Driscoll from USTA who has interviewed 2 people to teach the WOSD. Pay is \$25 per hour. Spoke to Tom Torno and he is going to check to see if the backboard is somewhere in their facility. Also, USTA has a grant for up to \$50,000. Will send information to Ian to take a look

**g. Update Parks & Recreation Committee By-Laws (Larry)**

**LC**: Approved at the January 18, 2022 Select Board meeting. Working with Ben to have them posted

**4. New Business and New Ideas**

**a. Plein Air Event Website Approval Discussion (Jen)**

**JC** – motion to appoint Jen as Chair of Plein Air, seconded by Amy and approved. Jen asked for Amy to be the Vice Chair. All ok. Actually, do not need a vote as Jason as Chair has the authority to do this

**JL** – talked about the importance of having a web page where this whole process can be managed. Cost for that is \$1,700. Some discussion: **LC** suggested to check with Matt as there is being work done at the Town level to have updated capabilities where each department/committee will have the ability to have their own information. **JL** has already spoken with Matt. **ML** brought up that we already have a website just for Music in the Park and what are our plans for that. **JC** agreed that we should have all together and have one person work on it. **IK** brought up a good point that work has already been done for this year and it would be a good discussion in the future. **AF** discussed the need to have a special ability to have art viewed and help make decisions as to who will be able to exhibit. We could have upwards of 150—200 submissions. There will be an application fee and it is possible that these fees will pay for the cost of the website. The fee also includes setting up Facebook and Instagram accounts.

Town Manager Matt Buttrick joined the discussion and talked about the goal that eventually there will not be any websites outside of the one through the town. However, Parks & Rec could have as many subpages off this site as

desired. We are not there yet and does not feel comfortable we will be in a place to support this event this year,

**Motion made by Amy to approve spending \$1,700 to design a website for Plein Air. Seconded by Larry. Approved 7-0**

**b. Sub Committee Assignments – Perkins Cove 03907/Plein Air Event, Music in the Perkins Cove 03907 (Jason)**

Covered under 4.a above

**c. Yoga (Larry)**

LC – was approached by Ally Young who would like to do a donation based yoga class during the summer. Reached out to Heritage Museum Committee as well as a courtesy. Another possibility would be at the Park on Ledge Rd. Committee gave ok to continue to discuss this and move ahead with Ally

**d. Grants for tennis (Kay)**

As discussed above, will send information to Ian. Also brought up that there are cracks that are going to need to be fixed. Will reach out to Matt

**e. Rebranding (Ian)**

IK has been working with Mike Z about rebranding Music in the Park and in the Cove. One umbrella under Ogunquit Music. Will send out what has been done to the Committee

**5. E-Mail Correspondence Since Last Meeting (Larry)**

LC: A few e-mails received: one on Flying High Dogs. Ogunquit Dog Parks is not interested in it and not something we want to do. Also received an e-mail about extending the sidewalk down to Agamenticus Park

**6. Public Comment\***

None

**7. Other Business**

None

## 8. Follow-Ups Items

- Schedule time with Select Board to provide an update on the survey. Aiming for March 15<sup>th</sup> (LC/JC)
- IK to work on Director position communication (IK)
- Copy of survey for Agamenticus (LC/KM)
- Landscape Architect Grants (IK)
- Tennis backboard follow up with Tom Torno (KM)
- Tennis court cracks (KM)
- Send out Ogunquit Music branding to Committee (IK)

## 9. Next meeting

The next regularly scheduled monthly meeting will be the 2<sup>nd</sup> Monday of March (14<sup>th</sup>) @ 12 noon.

Meeting to adjourn made by Michelle and seconded by Kay. Adjourned at 1:41p.m.

Respectfully submitted,

Larry Carlson, Committee Member

***\*Please note that every effort is made to capture the essence of the meeting in these Minutes; however, they are not an exact replication of all items discussed or comments made. If you would like an actual replay of the meeting, please click on the link below which should allow you to watch the entire February 14, 2022 meeting on Town Hall Streams (Duration:1:40:18.***

[https://townhallstreams.com/stream.php?location\\_id=40&id=43613](https://townhallstreams.com/stream.php?location_id=40&id=43613)