

# ***Old Orchard Beach Ballpark Commission***

## ***Meeting Minutes – January 9, 2012***

### **I. Call to order**

Dana Furtado called this regular meeting of the Old Orchard Beach Ballpark Commission on January 9<sup>th</sup>, 2012 at the Old Orchard Beach Police Department in the Community Room.

### **II. Roll call**

The following commission members were present: Dana Furtado, Lucien Huot, Jerome Plante, Mark Gustin, Linda Mailhot, Robin Dube and Alan Graves along with alternates Kristopher Fish and Robert Rings (Robert Rings via speaker phone). Also present was Jen DeRice, General Manager. The following audience members were present: Paul Crossman, Al Lappin, Jerome Begert, Robert Reilly, Sharri MacDonald.

### **III. Election of Officers**

Mr. Furtado asked for a motion to open the elections. The motion was made by Mr. Huot and seconded by Mr. Plante. Mr. Furtado asked if there were any nominations for Chair. Mr. Huot nominated Mr. Furtado. Mr. Plante seconded the nomination. Mr. Furtado asked if there were any further nominations for Chair. Mr. Plante made a motion to close the nominations and take the vote. All commission members were in favor of said motion. Chair Furtado asked if there were any nominations for Vice Chair. Mrs. Dube nominated Mr. Huot. Mr. Huot indicated that he would not be able to serve in that capacity but Mr. Huot nominated Mr. Graves. Mr. Plante seconded the nomination. Chair Furtado asked if there were any further nominations for Vice Chair. Mr. Plante made a motion to close the nominations and take the vote. All commission members were in favor of said motion. Chair Furtado asked if there were any nominations for Secretary. Mr. Plante nominated Linda Mailhot. Mr. Huot seconded that nomination. Mrs. Mailhot asked what the duties would entail. Chair Furtado stated the taking of the minutes and the generation of the agenda. Mrs. Mailhot asked if the agenda items were provided by the Chair, and Chair Furtado answered 'yes'. Mrs. Mailhot agreed that she could do those tasks. Chair Furtado asked if there were any further nominations for Secretary. Mr. Plante made a motion to close the nominations and take the vote. All commission members were in favor of said motion.

### **IV. Acceptance of Minutes from December 14, 2011**

Chair Furtado asked Ms. DeRice if a copy of the minutes from the December 14, 2011 minutes were available for the members to review. Ms. DeRice indicated

that she thought she had printed them off but left them in her office. Ms. DeRice asked if printed copies would be necessary. Chair Furtado indicated they would be necessary. Ms. DeRice stated that she thinks it would take a while as she would need to return to her office and turn her computer and the printer on. Ms. DeRice stated that she had a copy available to her on her computer that she could read aloud if that would be acceptable. Chair Furtado asked Ms. DeRice to read the minutes from the last meeting. Ms. DeRice read the minutes as follows: "A dog show was approved with a \$500 per day fee plus the Ballpark will do the concessions during the event. Roof work was done but the sealing still needed to take place." Chair Furtado then indicated that he would do that tomorrow. "Extra bulbs were being returned except for a dozen that were being kept. Tom Gore, the engineer, gave a copy of his findings to the commission. Ms. DeRice discussed the possibility of working with Nappi for the Brewers Fest. She met with promoters and a production company regarding the cost. There are three American Legion tournaments scheduled and those dates were given. There is a POW event in September and we are waiting for more details on this. The BBQ Festival date was given. The ball team was discussed. Mr. Rings gave a presentation." Mr. Plante made a motion to accept the minutes as read. Mr. Fish seconded the motion. The minutes were approved as read.

## **V. General Manager Update**

Ms. DeRice stated that regarding the crack in the concrete of the stadium, she and Town Manager Jack Turcotte met with three different contractors to look at it. They are working with Tom Gore to put together an RFP to include sealing the cracks outside and then fixing the cracks. The problem is that water is seeping into the cracks turning to ice and then eventually melting. The Town Manager has it on his agenda to discuss it with the Town Council and let them know the severity of the situation. Ms. DeRice stated that possibly we would have to close down sections to clean the concrete and then seal it. It could be done section by section throughout the summer, pending funding. Mr. Huot asked if any prices were mentioned. Ms. DeRice stated that no prices were mentioned but it will be a pretty significant expense. The engineer gave her a rough estimate of a couple hundred thousand dollars. Vice Chair Graves asked if this repair would possibly happen this year. Ms. DeRice stated that it depends on the Town Council but theoretically it could start this year. Chair Furtado asked if we can make sure that when the RFP goes out it is very specific about the work that will be done. Ms. DeRice said yes and that they were going to make sure the bids were quoted the same way but perhaps one with a warranty of 10 years and another with a warranty of 20 years. Mr. Plante asked if it was possible to do the work over several years. Ms. DeRice said that you could but it will not have the same effect. She further stated that some work that was done previously is already coming part. Mrs. Dube stated that she spoke to one of the contractors and they told her that the engineers tend to have higher estimates of these types of costs. Mr. Plante asked if it was possible to get a company to pay for the work to be done in exchange for naming the Ballpark after them. Chair Furtado said that was a possibility. Ms. DeRice said that the commission has talked about this before but

there is not a lot of potential there right now and if we can get it to a point where there is more potential realized there then naming rights would be worth more. Audience member Jerome Begert said that he agreed with Mr. Plante and thinks that a couple hundred thousand isn't too little of a cost to ask for naming rights.

Ms. DeRice stated that she has a couple of invoices for signs from a couple of years ago that appear not to have been paid and she doesn't know what to do with them. One is for American Legion Bingo in the amount of \$425 and the other is for Al Lappin Landscaping in the amount of \$250. Chair Furtado asked audience member Al Lappin if he knew what the deal was with these invoices. Mr. Lappin indicated that he wasn't 100% sure because Tom and Linda were doing the bills then. Audience member Paul Crossman said that he thinks the money is owed to those vendors, and it should be paid quickly. Mr. Crossman stated that the American Legion gave the Ballpark money when they needed it and the Ballpark gave them a sign at no additional cost to the Legion. Mr. Crossman further stated that the circumstances were the same with Mr. Lappin and that sign was given to them at a reduced cost but it was agreed previously that Mr. Lappin's sign would be at no additional cost of him. Perhaps someone at the Town Hall can go back through the records and make sure that those invoices haven't already been paid. Mr. Plante asked if the money was available to pay those invoices. Mrs. DeRice stated that funds were available. Mr. Plante made a motion to pay those invoices. The motion was seconded by Mrs. Dube. The motion carried unanimously.

Ms. DeRice said that she was contacted recently by Saco & Biddeford Savings Institution regarding naming rights to the dugouts in exchange for a loan given to them. She asked if anyone knew anything about that. Ms. DeRice stated that she has a meeting with them next week. She further stated that what happened was she sent an email to Saco & Biddeford Savings asking for a donation for the website and then she was contacted by Don Lauzier asking about the status of what had been promised to them previously. Mr. Crossman stated that this was the first he had ever heard about naming rights for the dugouts or other outstanding naming rights for Saco & Biddeford Savings. He further stated that it is possible that Tom and/or Dave Goyet may have had conversations but he is not aware of anything specific. Ms. DeRice stated that Jack Turcotte told her that Jill was making loan payments to the bank. Mr. Crossman stated that we should try to get in touch with Tom and ask him if he has any knowledge of the situation. Ms. DeRice asked what the bank's contribution was. Mr. Crossman stated that the bank gave them a \$10,000 loan when they needed funds and they also supported the USCAA tournament for two years. Chair Furtado indicated that Paquin & Carroll has made contributions to them before as well. Ms. DeRice stated that she spoke to Tom about it three weeks ago and he said he would take care of it. Audience member Mr. Begert stated that if it is a large enough dollar volume that the bank is concerned about then they should have a representative at the meeting. Chair Furtado said that it is important to find out two things – one is whether the loan payments are being made in a timely fashion and the other is to make sure the bank is getting what was promised to them. He further stated that we need to find out from Tom what promises were made. Mrs. Dube asked where

the loan agreement was. Chair Furtado stated that it is at the Town Hall. Audience member Crossman stated that the agreement was that the Town would pay interest payments on the loan and at the end of that term the original balance of the loan would be forgiven by the bank as a contribution but that we should check with the new finance director to make sure those loan payments are still occurring. Vice Chair Graves stated that so far we have \$10,500 in unexpected accounts payable and is there anything else that we don't know about. Chair Furtado stated that we are just paying interest on the money and that the actual \$10,000 was going to be given as a donation at the end of the term. Chair Furtado indicated that the Commission should have a copy of the agreement. Vice Chair Graves stated that these types of things keep coming up and he is just wondering if anything else were going to come up. Mr. Plante asked if the loan goes away once the dugouts are named. Audience member Crossman stated no. Chair Furtado stated that we don't know what naming rights they are talking about as we aren't sure it is part of the loan. Ms. DeRice stated not to forget that we are not in an agreement with a ball team. Mr. Gustin asked where it states that the team can put up signs on the dugout roof. Ms. DeRice stated they can put signage up anywhere that the Ballpark isn't presently utilizing signage. Chair Furtado stated that we are getting a little off-topic but the Ballpark's naming rights come first over what the team wants. Audience member Crossman stated that we need to get a copy of the loan agreement and to find out what promises were made. Chair Furtado asked if we needed a motion to get a copy of the contract. Ms. DeRice stated that she didn't think we needed a motion for that. Audience member Reilly asked if the contract says something specific about signage. Audience member Crossman said that the Commission is to approve any signage. Mr. Rings stated the sponsorship policy that he presented states the General Manager of the Ballpark and the team along with their contractor can get together and decide what will take place for signage. He further stated that the policy lays out who is responsible for what but until that policy is adopted there is no direction on the matter. Mr. Gustin stated that the document they are going by right now is the contract with the ball team and that the policy Mr. Rings is referring to hasn't been adopted yet. Audience member Crossman stated the contract hasn't come back from the team yet. Mrs. Mailhot stated that perhaps Dave Goyet may be able to shed some light on what may have been promised to Saco & Biddeford Savings. Chair Furtado stated that Ms. DeRice should meet with the bank along with Tom and Dave so they can all go over it.

Ms. DeRice stated that previously fees were previously set last year for day and night games and asked if the Commission was happy with using those fees for the upcoming season. She further stated that we need some fee structure for tournaments, dog shows, etc as different type of events come up. Ms. DeRice asked if the Commission wanted to continue coming up with those fees on a case-by-case basis. She stated that Cheverus asked her about the possibility of doing a Catholic school tournament. Vice Chair Graves asked if the fee for the dog show was \$100. Ms. DeRice stated that it was. Mr. Plante asked if last year the fees were set on a case-by-case basis. Ms. DeRice stated that it was done on a case-by-case basis and should we use those same fees or do we think maybe they were

not appropriate. She stated that the men's league can't afford to pay any more than what they paid last year. The other school groups said that the fees charged to them were a deal. Ms. DeRice said we need to make an arrangement with the school department to play at the Ballpark and that she was looking for input from the Commission. Chair Furtado stated that the fee can be waived by the Town Council. Ms. DeRice asked if it was something that she should handle day by day. Yes, per Chair Furtado, and then bring it to the Commission and it can be approved. Vice Chair Graves asked Ms. DeRice if it would be easier for her to negotiate if she had a general rate sheet to quote from and then take it from there. Ms. DeRice answered that yes she could do that. Mr. Plante said that he feels our local school should be able to use it at no charge and that we shouldn't feel bad about charging more to organizations that can afford to pay more. Chair Furtado stated there was a field usage fee in place already. Audience member Lappin asked what was charged last year. Ms. DeRice stated that it was not a set fee but based on how much useage the field was going to receive. For example, one group was going to use it for 12-16 games and they were given a better deal since they booked a lot of games. Mr. Plante asked if the Principal's Association has a specific fee. Ms. DeRice answered that they did not. Audience member Lappin stated that possibly they may have a problem with not charging the Old Orchard Beach school. Mr. Plante stated that if it is a school-funded program and if there may be an open spot then you can give that spot to the school but if it's a night game they should probably be charged. Chair Furtado stated that if we say the RSU has free games at the Ballpark then that means Thornton and other schools in the RSU can use the Ballpark at no charge. Mr. Fish stated that Thornton is not part of the RSU, but they have a separate agreement with Saco. The current agreement is that OOB High School gets one free game per year. Audience member Reilly stated that there is an article in the paper about a Leominster school and how they are using a field of dreams and he thinks our kids should be able to use the Ballpark at no cost and he will be at the next Town Council meeting screaming that our kids should play the entire season there and no just one game. He further stated that Tom once spoke about what it cost per game to put the clay, etc down and it was something like \$40 per game. If he has to he will go to the Town Council meetings and stand outside churches with petitions. He further stated that in the agreement with the new ball team we waived the light fee and he doesn't think that is a good deal for the town and that it sounds like it costs about \$300-500 per day with a night game and he challenges anyone to prove him wrong. Audience member MacDonald stated that there were some issues with the kids playing on the field for various reasons and she knows that the athletic director didn't schedule it to be done that way because the other field is named after Tom's father. Chair Furtado stated to audience member Reilly that he understands but thinks his issue may be with the RSU as they decide who plays where. Audience member Begert stated that the RSU does whatever they want. Mr. Plante stated to audience member Reilly that he should voice his concerns to Gary Curtis, the town's representative to the RSU, and then he can take it to the RSU. Audience member Reilly stated that he agrees that other schools should have to pay to use it and if we have to pay to use it that's ok but the Town Council

should put it in their budget. Ms. DeRice stated that so far 2 middle school games have been played there and 1 high school game.

Ms. DeRice stated that at the last meeting Mr. Rings presented some policies. She asked how many people have read through it. She further stated that she would like to get a couple of people together to go through it. Mr. Plante stated that he would be willing to go through it with her and Chair Furtado stated the same. Chair Furtado then stated that perhaps it should be workshopped with the entire Commission. Chair Furtado asked Ms. DeRice if she could get copies for the new members and she stated that she would. Ms. DeRice asked again if we wanted a small group to look at it and then present it to the whole group. Chair Furtado stated that he thinks the Commission should look at it together. Mr. Huot stated that Mr. Rings spent a lot of time on it and the sooner we look at it the better. Ms. DeRice asked if we could do it earlier than 7PM on some evening. She suggested perhaps 6PM on January 23<sup>rd</sup>. Commission members were in agreement on the date and time. Mrs. Mailhot stated that she would be out of town, but that she would go over it before and give the Commission her comments. Ms. DeRice asked if it would be too much for that workshop to discuss goal setting at that same time. Mr. Fish and others answered that it would be too much to do at the same time.

Mr. Rings asked if there was support for the marketing study that he proposed. He further stated that he would like to go to the Town Council with the Commission's support of this. Jack Turcotte told him that the best way to go would be through the Commission first and then to the Town Council and then to the Chamber in order to present it to the businesses. Perhaps it is best to do a pilot study this year and the major study next year. Mr. Gustin asked what the cost of a pilot study would be. Mr. Rings stated that he will try to come up with a number for the next meeting. Mr. Gustin asked if he knew what the cost of the final study would be. Mr. Rings stated that he is still talking to the school department regarding using their computers and that the Principal has someone at the school that may be able to do a French translation at no cost but if they have to pay someone then it would be additional. Mr. Rings wanted to know if it was something that he should continue working on or if it was inappropriate at this time. The consensus was that we need to know what the cost basis will be. Vice Chair Graves made a motion to allow Mr. Rings to proceed with the marketing study. The motion was seconded by Mr. Huot. Mr. Gustin stated to Mr. Rings that until he can come up with a price he would have to see him do a lot of work for nothing. Mr. Rings stated that as long as he's still supported by the Commission to move forward and if he has the time to do it, he is happy to do it. He further stated that part of the cost he built into the project is leadership and if that ends up being him, he can do it for nothing unless he has to get someone to assist him with translation services, etc. Chair Furtado asked the Secretary to call for the vote. Mrs. Mailhot asked if all were in favor of the motion. She further stated that she would abstain from the vote since she had no prior knowledge of the matter. All other commission members voted in favor of Mr. Rings continuing to look into the marketing study.

Ms. DeRice stated that the Commission needs to put plans together for what it will cost for a Facilities Manager and a Concession Manager this year. Mr. Rings stated that we have a General Manager and we think she is doing a great job and that last year there seemed to be some problems with the Facilities Manager and the Concessions Manager communicating with the General Manager and that he thinks those two positions should be under the General Manager. Ms. DeRice stated that we need to come up with a plan and figure out what the structure will be first. Chair Furtado stated that he thought those positions were to report to the General Manager and Ms. DeRice stated that was not the case. She further stated that she was not their supervisor but that they did coordinate what their schedules would be with her. Vice Chair Graves said that the General Manager needs to know details about different things and Ms. DeRice agreed. Chair Furtado stated that we need a list of duties and responsibilities for those positions and that should be on the agenda at the next meeting. Ms. DeRice stated that she has been working on that. Audience member MacDonald stated that if you aren't going to give the first opportunity to those positions to the people that held them last year then we should let them know immediately. Chair Furtado stated that we should try to use the same people if we can. Vice Chair Graves said that the concessions should be self-supporting. Ms. DeRice said that it is and that money is going back into the General Fund. Audience member Reilly asked if the ball team gets to keep the concession money generated during their games. Ms. DeRice said that yes they do but the Ballpark gets to keep the concessions revenue generated from all other events.

Ms. DeRice stated that on the locks, she would like to get a lock with a passcode capability instead of physical keys that we keep giving out to people. She asked if she could check into what the cost would be that are associated with those locks. Audience member Reilly stated that there are problems with those types of locks and not being able to track who goes in at what time, etc. Mr. Huot explained how his real estate lock key card works and how you can track the time, etc. Audience member Reilly agreed that Mr. Huot's type of key card does work better. Chair Furtado explained that Ms. DeRice could look into it but there are more pressing matters to be dealt with. Mrs. Dube said that right now we have been using a locksmith that isn't charging us so we should continue on in this fashion. Chair Furtado said that perhaps we can get keys made that state 'Do Not Duplicate' on the keys and other parties won't be able to get them copied. Mrs. Dube asked if we should change the locks now and Chair Furtado and audience member Lappin said yes. Chair Furtado asked if we should change the locks to the concession stand and then change them to something different when the ball team takes over. The consensus was yes. Vice Chair Graves said that last year he had a container lined up but it was decided not to go ahead with it. He further indicated that Shipyard will donate a container if it is wanted. Mr. Gustin said that he thought it was a Rigby container. Vice Chair Graves indicated that it was the same company. Mr. Gustin asked if it needed to be re-charged. Vice Chair Graves said that he did not know. Mr. Gustin asked if we needed it if there would not be any beer and they wouldn't have the responsibility of that. Chair Furtado stated that the refrigeration worked fine last year until the power went out. He

further stated that perhaps we could look into it and if in August we need to utilize a container that it might still be available to us. Mrs. Dube asked if it would be great storage for mowers if we don't use it for food. It was stated that if we accept the container from the company we may be obligated to purchase product from them.

## **VI. Individual Commissioner Updates**

- a) Chair Furtado asked Mrs. Dube if she had any updates. She does not
- b) Chair Furtado asked Mrs. Mailhot if she had any updates. She answered that she does not and that she has just been given the proposals presented by Mr. Rings at the last meeting and she looks forward to getting up to speed on them for the next meeting.
- c) Chair Furtado asked Vice Chair Graves if he had any updates. He stated that regarding the POW event, they are adrift and they have no money. They want to bring 2 helicopters to the event. Chair Furtado stated that perhaps Russ should come back to give an update. Mrs. Dube stated that Russ isn't pushing it enough to fundraise. Chair Furtado said perhaps we should give them another 30 days.
- d) Chair Furtado asked Mr. Plante if he had any updates. He stated that he would like to thank Mr. Crossman for his efforts in what he has done in the past as service as Chair.
- e) Chair Furtado asked Mr. Huot if he had any updates. He stated that Mr. Plante had taken the words out of his mouth regarding thanking Mr. Crossman. He would like to welcome the new members and said that the new members will probably be surprised with the amount of details that are involved.
- f) Chair Furtado asked Mr. Gustin if he had any updates. He also wanted to welcome the new members and thank Mr. Crossman for his many, many, many hours of service. He also stated that this weekend he went into the PA box and secured the windows. He is working on the drain covers by the dugouts. One of those covers is at a fab shop in Augusta. He thinks they can make a replica of the covers. Chair Furtado asked if there was a cost associated with that. Mr. Gustin said that he told the fab shop that if the cost was going to be over \$100 that they wouldn't be able to do it but he doesn't think it is going to cost anything. He further stated that he told the fab shop if they provided us with a sign that we would put it up for them if they did the drain covers at no cost. The next thing needed would be the fences in front of the dugouts. He asked if anyone at the Commission knows of anyone in the fencing business. Mrs. Dube stated she does. Mr. Gustin stated that the dimensions needed would be (2) 60ft runs x 3 ft high with three openings and it needs to have the vinyl covered noodle across the top. We would allow them to put their name on it in exchange for the fencing.

## **VII. New business**

- a) Ms. DeRice stated that she has a list of equipment that she would like that she will present at the next meeting.



## **VIII. Good & Welfare**

Chair Furtado asked if anyone from the public would like to speak. Audience member MacDonald stated that last year OOB365 co-sponsored the American Legion tournament and there is about \$5500 left in the bank to go towards putting on the event this year. We need to raise about \$35,000 to put on the two tournaments this year and if everything goes as well as it did last year then the group should be able to donate about double what we had left over after last year's tournament. She further stated that OOB365 also put on a BBQ festival in the Ballpark and the group lost about \$1200 on that event as the weather was horrible so we can't make a donation from that event. She went on to state that the group working on the American Legion tournaments has already had about 12 meetings for this year's event. One of the fundraisers is a dinner and dance being held on February 11<sup>th</sup>. There will be a three course progressive dinner first followed by a dance afterward at the Biddeford Saco Country Club. Tickets are available now. The Biddeford Saco Country Club is donating the room, the DJ is donating his service and the trolley is donating their services for the progressive dinner. Ms. DeRice stated to Ms. MacDonald that she admires the amount of work that she puts into the events that she works on and her efforts are always much appreciated and thanked her for that. Ms. DeRice asked if there was a way the Ballpark could join forces with her to assist her. Ms. MacDonald stated that the Ballpark can't join in with the American Legion fundraising but there are probably other things that they can do. Ms. MacDonald stated that OOB365 is all about helping the Ballpark. Audience member Lappin asked if the funds being raised for the tournament were from within the Town of Old Orchard Beach or outside of town. Ms. MacDonald stated that the funds are being raised outside of town mostly and that the same people who worked on putting together this event last year were working on it again this year even though most of the kids of these parents are no longer eligible to play ball. Chair Furtado thanked Ms. MacDonald and stated that he would like to purchase 2 tickets to the dance after the meeting. Chair Furtado also thanked Ms. MacDonald for coming to the meeting tonight and for everything that she and OOB365 do for the community. Audience member Lappin stated that he has a credit application for John Deere.

## **IX. Adjournment**

Mr. Huot made a motion to adjourn the meeting at approximately 8:45PM. The next meeting was set for February 13<sup>th</sup>, which is the 2<sup>nd</sup> Monday of the month. The meeting time has been changed to 6PM as agreed by all commission members and Ms. DeRice. A reminder about the workshop scheduled for January 23<sup>rd</sup> at 6PM was given. Both meetings will take place at the Old Orchard Beach Police Department in the Community Room.

Minutes submitted by: Linda Mailhot, Secretary

Minutes approved by: