

**TOWN OF OLD ORCHARD BEACH  
TOWN COUNCIL WORKSHOP  
THURSDAY, AUGUST 13, 2009  
Recreation Department Building  
AGENDA**

**Present:** Chair Sharri MacDonald  
Vice Chair Robin Dayton  
Councilor Shawn O'Neill  
Councilor Laura Bolduc  
Councilor Mike Tousignant  
Assistant Town Manager V. Louise Reid  
Nikki Duplisea, Assistant Recreation Director  
Jen DeRice, Recreation Department

**Absent:** Town Manager Stephen Gunty  
Recreation Director Jason Webber

The Recreation Department over the past few weeks has been working with the Administration to discuss the future of the Recreation Department and the need to employ a full time Recreation Coordinator for the Town. Realizing that is not possible at this time the suggested term hiring of Jen DeRice was discussed at the Workshop this evening. She began working with recreation in June as a seasonal, part-time employee. With the Assistant Recreation Director going out on maternity leave, the need for someone to take on some of those assignments and also projected new programs, the ten month term employment of this position is vital.

The Council was presented a sample job description for the Recreation Coordinator and discussion of the many activities that were being planned and organized for the coming year was brought forward this evening. Preparation of the packet of information included Program Revenue Policy, a current resume of Jen DeRice, and the new Rec Connection magazine that was just released.

Also in attendance were members of the Ballpark Committee. Several of the Ballpark Committee members raised issues that needed to be addressed in the current programming of the Recreation Department and it was acknowledged that there were areas that needed to be improved but the challenge was accepted with enthusiasm by members of the Recreation Department. Some very encouraging comments and suggestions were made by other members of the Ballpark Committee who recommended the collaboration of the Recreation Department with such groups as the Parent Teachers Association, the Schools, the Library, Peer Helpers, National Honor Society, and other organizations such as The Salvation Army to combine not only efforts but opportunities for fund raising and to push forward community activism. There was never intent to impose or affect the fund raising efforts of other organizations but rather the Recreation Department brings to the table a collaborative effort for growth.

Time was spent on discussions of various programs including unique opportunities with the schools in the area of community gardens and the efforts in promoting "Every Child Grows." Organic chemistry has an enormous attraction not only to older adults but also to children and is an enormous opportunity for new programming. Biology and science projects promote

tremendous learning opportunities for the Recreation Department. Emphasis was also placed on enhancing not only senior programs but additional youth opportunities particularly with keen interest in teen areas. The importance of demographics was also discussed.

Concerns were expressed by some on the Council in the fact that two positions had been terminated during the recent budget process including the Deputy Director of Public Works and the Deputy Fire Chief. Recommendation was made that the title be “Community Recreation Coordinator” rather than just “Recreation Coordinator” and the request that the agreement be in the form of a contract.

Further conversation on the upcoming soccer program was noted and the importance of getting youngsters involved in the recreation program so that it is a timely and easy transition into the High School sports programming. The background of Jen DeRice includes eight years as the Recreation Coordinator of the South Portland Parks and Recreation and four years as Program Coordinator for the Yarmouth Community Services.

Because of the tough economic times the importance of a thriving recreation department is important. As people tighten their purse strings and reduce their spending on vacations and other luxury items, they are looking to the Recreation Department for more family programs, youth activities, and senior citizen events. People want to stay local and the Recreation Department wants to be there for them.

The Recreation Department projected that they could cover over 75% of the employee’s salary, or approximately \$30,000. The projected salary for the position would be \$52,000 including \$12,000 benefit package and \$40,000 salary. A portion of the salary would come from an existing line item for youth sports coordinator which is currently a stipend position that is paid to a subcontractor. The responsibility of the program would be shifted back to the department to be coordinated in-house and the money that was previously spent for a subcontractor can now be used to fund this position. In January of 2010 the Recreation department would provide the Town Manager with a progress report of revenue and programs developed to support the position. Again, this is a temporary position and valuation of its worth would be again discussed during the next budget process.

Respectfully Submitted,

V. Louise Reid  
Town Council Secretary

I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of two (2) pages is a true copy of the original Minutes of the Town Council Workshop of August 13, 2009.

V. Louise Reid