

PACPAC
Parks and Community Programs Advisory Committee Minutes
1/21/2020, 4 pm Mason-Motz Activity Center

Member/Staff Present: Joel Glass, Janet Dye, Melissa Price, Karen Jones, Lucky D'Ascanio, Janice DeLima,

Guest: Maggie Fleming, Falmouth Administration Analyst

Meeting called by: Karen Jones

Note taker: Janet Dye

Motion to approve November 2019 minutes held for quorum at next meeting.

Spotlight on Staff, Maggie Fleming: Maggie has worked as an Administrative Analyst with Falmouth since June 2019. Maggie works with town manager's office and town council. She coordinates project management spanning multiple departments and the town council.

Maggie is helping PACPAC with town metrics, assessing facility analysis for Community Programs to set a baseline from which we can move forward on long-term planning and making decisions on what we have and what we are lacking. This will coincide with the town's "visioning and values" and lead to focus on the question "What do our residents want in recreation spaces that we don't have?" Maggie mentioned some current positives in the metrics and revenue generated. Programming, facility reservations and leasing space bring revenue to the department. FCP currently leases space to Falmouth Corner Co-op Preschool, the Falmouth Memorial Library and may be leasing to KinderVillage, an additional preschool 4-5 year old program.

Parks and FCP Report, Lucky D'Ascanio:

This winter one of the Parks Division snowplow trucks was in an accident. An RFP was put out for bids for a replacement truck. Meanwhile, a former summer staff member is temporarily filling the full-time position. Community Programs staff and Public Works have also stepped in to help with plowing.

Current Falmouth Community Programs are going well, with the popular skiing program starting this week. The spring/summer program is being developed now and the brochure will be sent out the second week in April. The program will include a schedule of events around Earth Day.

Part-time Stewardship and Outreach Coordinator, Sami Wolf, has been hired to assist with open space/land management and trails. Sami is currently working to accurately map Falmouth trails with GIS (Geographic Information System).

Falmouth Parks & Community Programs including Open Space has grown exponentially and there is a need to assess the use facilities. Staff's next step will be to organize an inventory of the resources, space, employees, facilities, etc... and compile the raw data

in a presentable format. With the focus on long-term planning, there is a possibility of hiring a consultant in the future. Joel also recommended that Falmouth may have qualified residents who may agree to volunteer to consult.

Janice DeLima:

- Recommended that Leadership from each committee update the town council on work plan and goals progress yearly by presenting key stats, actions, highlights.
- Work will soon begin on tax reassessment in Falmouth. Sharing the results of the Community Programs assessment/inventory/metrics will help make people aware of Falmouth offerings, resources, and what taxes support.
- Council's work on vision and values will lead to new long-range comprehensive planning. It makes sense that PACPAC coordinate any long-range planning and/or surveys of residents with the town's comprehensive planning.

Next Meeting: Tuesday, February 25, 2020, 4pm

- At next meeting, Lucky will share compiled metrics and assessment of facilities, amenities and parks acreage
- Request that Erin come to our next meeting to discuss Falmouth Focus and possible Community Program Highlights for the Focus.