



**Rochester Recreation Master Plan
City Manager Self Directed Work Group
February 14, 2024
Recreation Conference Room 1**

Attendance: Sheila Colson, Steve Trepanier, Lauren Krans, Jenn Marsh, Autumn Scott, Steve Geis; Bob May, Laura McDormand, Jonathan Shapleigh, Judi Toner, Katherine Parker-Wright, Lisa Murphy, Nicole Danforth

1. Introductions – Steve Scott, Senior Services Coordinator was introduced to the group
2. Review November Meeting Minutes
Judi Toner motioned to accept. Seconded by Sheila Colson. Unanimous support.

3. Update: Focus Interviews

Steven Geis reviewed the list of the draft focus interview questions as well as the contact list for focus interviews. Interviews should be limited to ½ hour. The group reviewed the list of questions for feedback or changes. Katherine Parker-Wright questioned the wording on question 9 regarding recreation spaces and overcrowding. Jenn Marsh added that it was important to discuss the primary mode of communication with the Recreation Department. Bob May suggested adding or rephrasing a question about underutilized spaces and programs. Sheila Colson recommended that questions 13 be moved higher on the list due to its importance. The group discussed the Kyle Repucci and Dave Toddy would be leaving the School Dept in the next couple of month. Jenn Marsh suggested interviewing Dave Toddy before he leaves to allow for a different perspective. Steven Geis asked the group if anyone that should be added to the list. Nicole Danforth suggested adding an Elementary School and suggested Christine Hebert in East Rochester as a contact. She also suggested the School Admin Office and recommended contacting Jen McLain. In addition, she suggested Jen Sherman with Community Action. Steven Geis suggested adding Stacy Price with the Housing Authority. Jenn Marsh suggested adding the Gafney Home or Easter Seals, Josh Dame with the Rotary and Skip Smith with the Share Fund. Jonathan Shapleigh recommended reaching out to Human Resources offices with Frisbie Memorial Hospital, Sig Sauer and possibly Laars Heating as well as a few small businesses. Steven Geis inquired about volunteers for conducting the interviews. Sheila Colson volunteered to conduct school related interviews. Lauren requested that when the final list goes out that anyone respond to her directly with interview request and deadlines.



4. Discussion: Surveys

Autumn Scott reviewed the current version of the survey which should be finalized and ready to go by the end of the week. Survey posters with QR code are ready to be posted. Katherin Parker-Wright will post at City Hall and the Library. Judi Toner will post at the Ridge Businesses. Jenn Marsh will canvas the Main Street businesses and Athletic Instinct. Director Krans will reach out to the YMCA and Nicole Danforth reach out to CAP. Director Krans will use the information that Autumn provided to create an emailable message. She will also ask Travis Bissonette to share with the Roger Allen groups. Jenn Marsh will email council, boards and commissions. It was determined that the survey will be in both paper and online surveys.

Director Krans will work with Matt Wyatt for a press release for Tuesday, February 20th and will also send an email blast to Recreation customers.

Closing date for the survey will be Sunday, March 31st.

5. Outreach Activities:

Autumn Scott reviewed the Art Olympics which will be for residents and non-residents. The Art prompt is "What do you think a thriving Recreation Department would look like in 10 years" Group suggested perhaps "Show us where you play" as the original prompt may be difficult for elementary students. Autumn Scott inquired if we should have different prompts for different age groups, but the group agreed to keep with a single prompt. Autumn Scott reviewed the rules for the contest. Nicole Danforth requested to minimize the requirements for the elementary school level, full name, age and school.

6. Adjourn

Next Meeting: Wednesday March 13th @ 12pm