

Town of Pembroke
Recreation Commission
100 Center St.
Pembroke, MA 02359
781-293-3249

Pembroke Recreation Commission

Minutes of Meeting of June 13, 2023

Present: Director Lance Kennedy, Ginger Comeau, Eric Hurt, Rachel Quinlan, Tim Folan, Grant Nickerson, Nicole Pedro; with Corey Pento joining at 7:37

Guests: Rec Logo Designer Joseph Beck and family, PHS Art teacher Jessica Lazarus

Meeting opened @ 7:32 PM

Recreation Logo Final Version:

Commissioner Tim Folan unveiled a banner with the finalized Pembroke Recreation Logo; artist Joseph Beck joined Director Kennedy and the Board for a photo to commemorate the accomplishment.

Review of Minutes:

Commissioners reviewed minutes of the May 24, 2023 meeting. VOTE: Eric Hurt made a motion to accept the minutes of the meeting of May 24, 2023; seconded by Grant Nickerson. All in favor.

Director's Report (presented by Director Lance Kennedy):

- Community Center Construction Update:
Construction remains on target, with gym floors to be installed soon. A site visit will be upcoming. At present, no delays or pink slips are anticipated; if available, surplus funding could potentially be utilized for updating the previous playground located behind the Community Center as well as for storage to be built behind the gym, with 3 separate storage closets available for Rec, CoA, and Town needs. Director Kennedy will inquire if a well for irrigation purposes is part of the plan, as well as if previously damaged drainage on the Town Green has been addressed.
- Program Update:
The Rec After School Programs ends with the last day of school tomorrow, June 14. There is an end of school year event planned to celebrate.
CPR training for summer camp counselors will occur this Saturday, 6/17, with counselor training occurring over the course of next week. This year's summer

program will wrap up on August 4 due to maintenance work scheduled for floors at Bryantville. Currently, Summer Program numbers are as follows: week 1= 71 participants, week 2= 84 participants, weeks 3-4= 84 participants, weeks 5-6= 83 participants. Every effort will be made to ensure participants will have extensive time outside, including use of a large tent for shade and a misting tent for cooling purposes.

Director Kennedy is working to develop new programming for the new Community Center. The Town- wide survey to assess what programs residents would be interested in was performed in 2019. Director Kennedy plans to implement a new survey over the summer, with the potential for a follow up survey in the fall.

- Park Maintenance/ Projects Update:

Director Kennedy spent today performing maintenance and repairs at the Birch St. park, including repairing the gate to the playground to ensure that it latches properly as well as groundskeeping by weed whacking.

An ADA compliant parking spot will be installed at the Mattakeesett St. playground, for which \$2400 has been allotted. Additionally, funding is expected to be available to place a swing at the playground as well, which has been widely requested by residents.

Director Kennedy has ascertained that currently, the Cemetery and Grounds Dept provides maintenance for Recreation Dept facilities, and is in possession of the Recreation Dept's newly acquired lawn mower, while the DPW has Recreation Dept's new truck.

Resurfacing of the Libby Short courts, approved at Town meeting, will be held until construction is completed. If surplus remains, baskets on court at Mattakeesett St. court could be replaced. Summer basketball has already installed storage at courts.

A new lock has been placed on the shed at Magoun Field, where it was discovered that irrigation was shut off, though the field continued to be fertilized. The past due amount for winterization of the irrigation system will be submitted to be paid, and it is anticipated that the irrigation system will be turned on in the near future.

Currently, "Trees" is its own department under the auspices of the DPW; Director Kennedy will contact the Tree Dept re: performing maintenance along the tree line of Magoun Field.

DPW will fill the potholes in the parking lot entrance at Mattakeesett, though Rec Dept will be responsible for cost of materials. Director Kennedy will explore using leftover asphalt toppings to provide improved repair of potholes, and attempt to coordinate use of equipment that will be used to install ADA accessible playground parking spot with repair of potholes.

- Facility/ Program Software Update

Director Kennedy participated in a call with a MyRec representative, and determined that the software is adequate to meet the new Community Center,

including having the ability to have 2 separate accounts for Rec Dept and CoA, manage payments, and check in members.

CoA Director Gretchen Emmetts and Director Kennedy will be traveling to Harwich to observe how their system is operated. Director Kennedy plans to continue discussion of using MyRec as the platform meets the needs of both CoA and Rec Dept. Director Kennedy will continue to have necessary access to all online platforms associated with Rec Dept, and has updated the current program to reflect recent changes to Board positions.

Discussion of “Entertainment on the Green” Activities:

Eric Hurt had reached out to Asst. Town Manager Sabrina Chilcott re: scheduling Entertainment on the Green at the Herring Run but did not hear back. When Director Kennedy followed up, it was communicated that concerns remain about access for sufficient parking at the Herring Run to support an Entertainment on the Green event. Commissioners discussed benefits and challenges of hosting Entertainment on the Green events this summer, including the difficulties of finding an adequate location and being sure not to compete with any of the many other local entertainment events. Commissioner Corey Pento suggested using the basketball court as a bandstand and offer PYBS to open the snack shack. The Board came to the consensus that one Sunday evening event in August at the Mattakeesett St. complex is ideal. This will give sufficient time to organize and advertise, including using the electric sign board in the center of town.

PYBS Lease Update:

A meeting with Director Kennedy, Town Manager Bill Chenard, and PYBS league representatives occurred yesterday, June 12. At this time, one more payment for the bond for the construction of the complex remains; a new bond of \$300,000 has been secured for the building of lights on the big diamond, in addition to the grant money secured by Representative Josh Cutler. Mr. Chenard that PYBS provide the initial payment of \$35,000 to the bond, given that the current lease of the field complex is merely \$1/year. The lease of the Mattakeesett St. Fields by PYBS from Rec Dept is coming to the end of the current 5 year lease. There was a discussion about extending the lease to a 15 year lease. In order to change the terms of the lease, an article would need to be placed on the warrant for Town Meeting and receive necessary approval. Terms would also include PYBS assuming responsibility for payment of the bond for the light installation. PYBS discussed payment options, including possibility of prepayment if/ when a surplus.

Director Kennedy and Town Manager Chenard ensured that the updated lease terms contain verbiage ensuring Rec Dept use of community spaces, and that any construction or other improvements that PYBS seeks to perform requires approval by Rec Dept. Town Counsel is reviewing the lease, which will then be forwarded to PYBS for review/ discussion/ approval.

Commissioner Pento inquired what entity is responsible for requesting CPC funds for any projects occurring at the Mattakeesett St. complex; both PYBS and Rec Dept can request CPC funds for different projects at the location.

Director Kennedy informed the Board that Town Manager Chenard is organizing the different grants available to the Town. Director Kennedy will continue to network with professional peers to determine what grants may be available to Rec Dept.

Community Committee Updates:

- CPC Committee: nothing to report
- Master Plan Committee: nothing to report, though a meeting is occurring simultaneously, coinciding with tonight's Recreation Commission meeting.
- Open Space Committee: nothing to report as Committee is on hiatus for the summer.

Old Business:

Commissioner Nickerson updated the Commission that \$19 million borrowed for the Community Center has been invested in Mass. Municipal Depository Trust at a rate of 5% until such a time as withdrawals for payments are necessary. Returns will go into the Town General Fund.

Future Recreation Commission meeting(s):

Tuesday, July 11 at 7:30 in the Town Hall Conference Room.

August's meeting to possibly be scheduled 8/8/23, remains to be determine

Future Meeting Topics:

Bezanson Field behind the Community Center: according to Assistant Town Manager Sabrina Chilcot, no specific designation for usage has been attached to the field. Commissioner Comeau briefly touched base with Mr. Bezanson's family, who informed her that Mr. Bezanson was active across many sports in town, and was instrumental in starting Pembroke Youth Baseball.

Director Kennedy has been meeting with middle school students who have formed initiatives to support the development of a skate park and of a dog park. Director Kennedy has challenged the students to consider logistical and financial considerations for each of these endeavors and will continue to follow up with the students.

Adjournment: 8:49 pm

VOTE: Motion to adjourn the meeting was made by Tim Folan, seconded by Corey Pento. All in favor. Meeting Adjourned.

Minutes recorded by Rachel Quinlan