

Town of Pembroke  
Recreation Commission  
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Pembroke, MA 02359  
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**Pembroke Recreation Commission**

**Minutes of Meeting of Nov 16, 2022**

**Present:** Acting Director Jessica Fulmine, Eric Hurt, Ginger Comeau, Corey Pento, Rachel Quinlan, Grant Nickerson, and George Grey; joined by Nicole Pedro at 7:38

**Meeting opened @ 7:36 PM**

**Follow up Discussion of PYBS Patio Project:**

Mr. Hurt reached out to PYBS to follow up on plans for PYBS's patio project, and has yet to hear back directly from PYBS. Conservation Commission has not yet been contacted or updated re: patio plans either. PYBS did follow up with Town Manager via email to outline the project's current status. Multiple concerns about the proposed project include:

- Does Town Council need to review/ approve a contract for construction?
- Prevailing wages are required for any construction project that takes place on town owned land, regardless of how the funding is procured (public versus private funds). Currently, it appears as though the contract does not stipulate prevailing wages.
- Bids for the project were conducted, but may not align with MGL c.30B §5/MGL c.30 §39M.
- Permitting will be required prior to the project's execution, and have not yet been attained.

The Recreation Commission fully supports the construction of PYBS's patio project if all State regulations are satisfactorily met.

**Follow up Discussion of Mattakeesett St. Complex Lease:**

Commissioners reviewed the most current Lease of Mattakeesett St. Fields to PYBS. Areas of concern about the changes proposed to the lease by PYBS when last discussed include:

- Removal of "Reallocation or subletting of fields by permit holder is strictly prohibited unless prior approval is granted by the Recreation Commission." from 3(b).
- Addition of 3(g) The Tenant is allowed to sublet the Premises in its sole discretion.
- Unclear language in article 16: FINANCIAL DISCLOSURE. The Tenant and the Pembroke Recreation Commission agree to hold an annual meeting in August or September each year to discuss all funds generated from the subletting and review maintenance financial needs for the fields/common areas and alternative needs required

to improve the space for the betterment of all town residence. If the Tenant has a surplus of funds discussion will ensue as to how to expend the funds within the Premises or to subsidize the Recreation for expenses incurred with parking lot maintenance costs.

This addition does not clearly define how PYBS will account for moneys due to the Town for lease of Mattakeesett St. Commissioners discussed more specific possibilities, such as including a discussion of earnings vs. expenditures by PYBS, a flat percentage of earnings, or fees based on the number of teams utilizing the complex. Clarification is especially necessary as the Rec Dept continues to solely shoulder the cost of the Debt Bond for the complex out of revolving funds.

**Mattakeesett Field Complex discussion temporarily tabled** as Town Manager Bill Chenard joined the meeting at 8:04. Mr. Chenard recommends that the Rec Commission schedule a second meeting in Dec to review the anticipated role of a new hire for Recreation Director in advance of building/ opening of the new Community Center.

**Resumed Discussion of Mattakeesett St. Complex Lease:**

Mr. Chenard updated the Commission that PYBS is seeking to add management of use of Magoun St. ball field to it's operations. It is currently unclear if there are stipulations on management/ leasing of this field as it was specifically gifted to the town.

**Community Center Update:**

Asbestos abatement is expected to continue for the next 3 weeks.

Fencing to surround the construction site was approved this morning, and will be installed in immediate future.

Demolition of the current structure is expected to commence Dec 5, and anticipated to be completed mid-Jan, 2023.

The new foundation is expected to be laid in Jan, 2023, w/ construction commencing in Feb, 2023.

Community Center is currently slated to open in the Spring of 2024.

Currently, \$500,000 in grants has been awarded to the project from the Commonwealth of MA, as well as \$310,000 in ARPA funds.

The posting for the Recreation Director position is expected to be made in the near future.

**Review of Minutes:**

Commissioners reviewed minutes of Oct 11, 2022 meeting. VOTE: Motion to accept the minutes of the Oct 11, 2022, meeting was made by Ginger Comeau, seconded by Grant Nickerson. All in favor.

**New Business:**

Items added to tonight's agenda tabled until next meeting as Mr. Folan is not in attendance to present proposed new business, which includes an update on the Open Space Liaison position, Rec Dept logo contest, and update of the Rec Dept website.

Ms. Comeau updated the Commission on the partnership between NE Villages and the Rec Dept to form a Unified Basketball team. Adults with disabilities will be paired w/ partners to compete in 3 weeks of league play, and then invited to playoffs. An info night will be held Dec. 4, with details on the Rec Dept's website.

**Next Recreation Commission meeting:**

Special meeting with Town Manager scheduled for Tues, Dec 6 at 7:30 in the Town Hall Conference Room

Regular meeting scheduled for Tuesday, Dec 13 at 7:30 in the Town Hall Conference Room.

**Adjournment: 8:54 pm**

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

Minutes recorded by Rachel Quinlan