



CITY OF MARLBOROUGH RECREATION DEPARTMENT

239 Concord Road
Marlborough, Massachusetts 01752
Tel (508) 624-6925 FAX (508) 624-6940 TTY (508) 460-3610

COMMISSIONERS
Brenda Calder
Nancy Klein
Robert Kays: Chairman
Mark Vital
Dennis Zilembo

DIRECTOR
Charles Thebado

PROGRAM MANAGER
Zachary Lambert

October 19, 2016

Pursuant to notice duly filed with the City Clerk, a meeting of the Parks and Recreation Commission was held at 5:00pm., at the Recreation Commission Office.

Present were Commission Members: Chairman Kays, Commissioner Calder, Commissioner Klein, and Commissioner Vital.

Also attending: Recreation Director Charles Thebado, Recreation Program Manager Zachary Lambert, and Parks, Forestry and Cemetery General Foreman Chris White.

Approval of minutes: 09-14-16

On a motion duly made by Commissioner Klein and seconded by Commissioner Vital, it was unanimously:

VOTED: To accept 09-14-16 minutes.

Parks Report: Recreation Director Chuck Thebado advised the Commission that after consulting with Chris White of the Parks Department and accessing surrounding towns of Marlborough in regards to youth organizational fees the Marlborough Recreation Department is proposing a \$10.00 administrative fee for each participant per season for all youth organization who use the City of Marlborough Facilities. The surrounding towns charge a fee of some sort with the exception of the Town of Northborough where each youth organization is responsible for maintaining their facility and all costs associated with it.

The towns that most resemble the City of Marlborough in regards to the number of facilities that need to be maintained on a yearly basis are Sudbury and Southborough which charge a fee of \$35.00 and \$20.00 respectively per participant/per season. As of right now, the City of Marlborough does not charge its youth organizations a fee although it maintains double the amount of facilities Southborough has and seven more than Sudbury.

Although the field maintenance costs are covered in the Parks Department budget, it does not take into account when equipment needs to be repaired or if unforeseen circumstances arises where a particular facility may need extra work thus resulting in additional costs. When this does happen the Parks Department has to decide which field takes precedent in terms of their budget constraints and sometimes results in field closures.

On a motion duly made by Commissioner Vital and seconded by Commissioner Calder, it was unanimously:

VOTED: To accept Recreation Director's proposal of youth administrative fee.

Mr. Thebado and Mr. White will present the proposal to the Mayor.

Commissioner Vital asked regarding the status of Ward Park. Mr. White stated the field/park is not released yet to the City or the Recreation Dept.

Recreation Report: Mr. Thebado gave the following Recreation Report:

- Zach and I, working on details for the Horribles Parade.
- Zach is collecting scarecrows for the Build your own scarecrow Contest. Residents of all ages are invited to participate by building scarecrows utilizing common items found around the house. Completed scarecrows must be delivered to the Recreation Office by Friday, October 23rd.
- Photo booth will be available at the Horribles Parade event.
- We are working and assisting for the Home for the Holidays Event.
- Fall programs up and running.
- Working to finalize all winter programs.

There was a brief discussion regarding the date and time of the next Commission meeting. The Commission stated they will have their meeting on their regular schedule which is the second Wednesday of the month, at 5pm.

Meeting adjourned at 6:08pm.

Attest to:

Simela Perdikomatis
Senior Clerk/Commission Secretary
City of Marlborough Recreation Dept.