

**Pepperell Recreation Commission**  
Meeting Minutes  
September 9, 2019  
Lawrence Library- Downstairs Meeting Room

**Open Meeting:** 6:00pm. In attendance: Nancy Archer, Tim Doyle, Brendan McNabb, Kim Casey, Martin Cadek

**Recreation Registration Software:** Gerald Boisvert from Myrec.com teleconferenced with the group and remotely presented his company's recreation software, walking the commission through the registration program and its features. The commission discussed the pros and cons of the program.

**Field and Facilities Fees:** Nancy met with Joe Jordan, the Water and Sewer Superintendent to discuss accessing usage of the bathrooms at town field. She will discuss with the parks supervisor how much time and cost goes into maintaining the fields.

**Community Center Repairs:** Nancy is working with contractor Dick Egan on the community center updates. Trim for the outside of the building has been selected and ordered. She is currently working with an electrician on lighting options. There is a question of changing the overhead lights to dimmable light, vs. adding dimmable light bars where the existing wall light are. The commission discussed the pros and cons of different lighting options. Nancy will get more detailed quotes from the contractors so that an informed decision can be made.

**Statement of Responsibility for Rental Agreements:** Discussion that renters of any facility or fields need to have responsibility for damages done during their rental period. Nancy will discuss the wording of this with town administration so that a statement can be added to all rental agreements. .

**Security System:** Nancy is going to continue discussion with public safety regarding security cameras at town field and the community center.

**Dumpster at Community Center:** Highway Department is putting a paved pad down for a dumpster that should be placed behind the Community Center early in October. Discussed and agreed that dumpsters need to be locked to prevent unauthorized use.

**Walking path:** Nancy provided an update on the walking path that is being worked on by the Friends of Pepperell Recreation. They have modified their plans and are working with the town administrator to post an RFP for paving soon.

**Upcoming Events:** Pepperell Fall Festival 9/14/19, Covered Bridge 5k 9/22/19

**Next meeting:** 10/1/19 at 6pm

Meeting Adjourned 8:25pm