

**Town of Lakeville
Community Development Committee
Meeting Minutes
January 3, 2017**

On January 3, 2017, the Community Development Committee held a meeting at 7:00 PM at the Town Office Building. The meeting was called to order by Chairman Hollenbeck at 7:33 PM. Members present: Mitzi Hollenbeck, Marybeth MacKay, and Sarah Kulakovich. Members absent: Sandra Martini-Gamache, Jessica Bradley, Stephen Allard, Maria Perrone-Martin. Also present: Town Administrator Rita Garbitt and Kira Watkins. LakeCAM was recording the meeting.

Approve Meeting Minutes of September 13, 2016 and December 14, 2016

Chairman Hollenbeck pointed out an apostrophe misuse on the bottom of page one (1) and also the top of page two (2). (pizza's to pizzas)

Upon a motion made by Ms. MacKay; seconded by Ms. Kulakovich, it was:

VOTED: To approve the December 14, 2016 Meeting Minutes as revised.
Unanimous in favor.

Upon a motion made by Chairman Hollenbeck; seconded by Ms. MacKay, it was

VOTED: To approve the September 13, 2016 Meeting Minutes as presented.
Unanimous in favor

Discuss Third Annual Winterfest scheduled for January 29, 2017

Chairman Hollenbeck provided the vendor list, the volunteer list, and the groups with informational booths. The Committee must determine whether there is additional space to accommodate others groups interested in participating. It was noted that while the number of vendors is approximately the same as 2016, additional space has been made available at the Council on Aging (COA). Miss Theresa will have a table for the Library at the COA, and Ms. Bradley is planning at least one (1) cooking demonstration. Somethin's Brewin (Lorraine Carboni) and the Police Department will offer 'Coffee with the Cops'. FLEF (Nancy Quinn) will also have a table at the event. Mike Schroeder will attend on behalf of the Open Space Committee and may speak about the Vigers property.

Ms. MacKay stated that participants could utilize wall space if the groups used removable Command Strips. It was agreed that the Boards and Commissions should have as much space as needed, as this event is to exhibit the opportunities and services in Lakeville. Nancy Yeatts will represent the Assawompset Pond Complex and may need extra display space for the animal display. The Garden Club, Historical Commission and Historical Society will also attend the event. Ocean Spray will not have a table, and it was suggested that Ms. MacKay contact Meredith Rubini regarding the donation. Ms. Kulakovich is working with the 4-H group to bring sheep and goats and questioned whether tents and heaters might be available next year, so that additional animals can be shown. Two (2) students from the National Honor Society have committed to volunteering. Additional volunteers are needed for the snow cones and pizza.

Total expenses, to date are \$3,320.00, including \$210.00 for miscellaneous costs. The account balance is \$7,527, including leftover contributions from 2016. Contributions have been received from Seasons, J.K. Olivieri Insurance, Southeast Fence, Rockland Savings Bank, and Eastern Bank. There was a review of

outstanding donation commitments. Ms. MacKay stated that the fireworks company will work with whatever monies are available, which is estimated to be approximately \$3500.00, which could be increased based on incoming donations. Chairman Hollenbeck will contact other businesses to request additional support, and it was suggested that any Committee Members with business connections reach out to solicit donations. There was discussion regarding sponsorship recognition. It was noted that there has been an article in the Middleboro Gazette, and another press release, with pictures, will be done as the event approaches. The event is also being shared extensively on social media. Food trucks are not available for the event, but it was suggested that Trucchi's and Hannaford's be contacted regarding a donation of fruit. The Committee will reach out to Subway and possibly Tutto Italiano to see what is available for approximately \$200.00. There was discussion regarding food delivery times and coordination. Juice and water should be available.

Ms. Tavares, from Assawompset School, has been hired for face painting. The COA will open the computer lab, so that seniors can learn to set up social media accounts. The Lion's Club has also offered to volunteer at the event. There will be a magician, a martial arts demonstration and carriage/sleigh rides. The fireworks will take place at approximately 5:00 PM. There was discussion regarding the need for entertainment prior to the fireworks display. Ms. MacKay may contact the Animal Shelter about setting up an informational table. Ms. Kulakovich will contact the Center for Arts and Enrichment regarding a possible craft project to take place at the COA. Volunteers will be assigned jobs according to desire and need at the next Committee Meeting. The schedule and final list of vendors will also be available. It was noted that the COA will host the magician and a new demographic of residents will visit the building and be able to see the facility and what is offered there.

The Committee reviewed the flyer prepared by Ms. Kulakovich. Minor changes and additions were suggested and Ms. Kulakovich will provide the revised edition in PDF and other formats. Chairman Hollenbeck noted the generosity of the sponsors and will send out confirmation emails about the event. It was suggested that there be a booth highlighting volunteer opportunities on the Boards and Committees, and there was question as to whether the Town Clerk would want to participate with information regarding voter registration.

Schedule Next Meeting

The next meeting of the Committee was scheduled for; Tuesday, January 10, 2017 at 6:30 PM.

Adjournment

Upon a motion made by Ms. MacKay; seconded by Ms. Kulakovich, it was

VOTED: To adjourn the meeting at 8:51 PM.
Unanimous in favor.