



CITY OF MELROSE

PARK COMMISSION

MINUTES • FEBRUARY 9, 2026

Mt. Hood Clubhouse
100 Slayton Road, MA, Melrose 02176

Regular Meeting

7:00 PM

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Kelly Broderick		Present	
Anne Ahern		Present	
James Donohue	Chair	Present	
John Mercer		Present	
Rob Kirsh		Present	

Also present: Rob Carrillo, Richard Luff, Mike Ford, Xavier Wilhelm

Jim D. introduced the new Park Commissioner, Rob Kirsh, who was appointed to the Park Commission by the City Council to fill out Brad Freeman's term which ends the first Monday of May in 2028. Brad was elected to the City Council, so he had to give up his Park Commission position. Thank you Rob for stepping up and volunteering to serve the community.

II. SIGNING OF WARRANTS

III. APPROVAL OF MINUTES

- Minutes January 12, 2026

Motion: Approve the Minutes of January 12, 2026

RESULT:	PASSED [5 TO 0]
MOVER:	John Mercer
SECONDER:	Anne Ahern
AYES:	Anne Ahern, John Mercer, James Donohue, Kelly Broderick, Rob Kirsh

IV. PUBLIC PARTICIPATION

Motion: Open Public Participation

By: John Mercer, Second: Anne Ahern - motion carried.

Tammy Shovelton, Director of Veteran's Services for the City of Melrose, was here in December to bring up adding discount golf rates for Melrose veterans. She sees that some discounted rates were added, but, she would still like to request a weekend rate (pass and daily fee) for Veterans. Veterans are not all senior citizens. Many could not come during the week because they work. Also,

there is no discount for a Veteran’s family. She really would like to see a family pass for Veterans too. There are about 680 Veterans in Melrose.

Jim D explained that the intent was not to assume all veterans are seniors. The Veteran discount applies to all age resident veterans during the week. No one gets a discount on the weekend except residents, so the veterans would get that discount only. There are passes that allow play on the weekend, but, the PC does not offer this to seniors or veterans.

John M asked that this be tabled as the PC and Sagamore will have to revisit the subject and come back to it next month.

Motion: Close Public Participation
By: John Mercer, Second: Kelly Broderick - motion carried.

V. MOUNT HOOD REPORT

- 1. Report on Season Passes/Contracts/Charity/No Shows

There has been a little feedback on the new rates, Dean and Rob have addressed it. Richard will check on these. One pass was sold in January.

RESULT: REVIEWED BY PARK COMMISSION

- 2. Monthly Revenues

The golf course has not been open this year so there is no revenue for golf except season passes. Last year 31 rounds were played in January, very unusual! The simulators have done better this January than last January. Food and Beverage and the Pro Shop are slightly down from last year.

RESULT: REVIEWED BY PARK COMMISSION

- 3. Report on requests for rental of club house

There have been a lot of inquiries for clubhouse rentals, which is hopeful.

RESULT: REVIEWED BY PARK COMMISSION

- 4. Marketing Plan

Sagamore is totally reviewing the company’s websites, which includes Mt Hood. They will be much more robust in the future.

RESULT: REVIEWED BY PARK COMMISSION

5. Course Maintenance & Staffing Log, Certifications

Submitted and on hand. Mike reported that they are mostly working on the equipment. Mike hopes to be done with this at the beginning of next month.

John M asked where the rotation of equipment system is at. Mike noted that they have a wish list and a second wish list. John thinks if Mike can get the PC the estimates, then they can get the ball moving. Mike and Rob said they have also talked about leasing equipment. Richard said if you have a strong mechanic department they prefer to own equipment. If that is not the case or not possible there may be a reason to lease.

Also, Mike reported that the paperwork has been submitted for the Audubon Certification. Richard said that they got thumbs up on the first certification which is great news.

RESULT: REVIEWED BY PARK COMMISSION

6. Building Maintenance Report

The heating systems in the clubhouse and the lower maintenance garage have been going down. All is working right now.

The ceiling in the Snack Bar was repaired, and the ceiling in the Carr Room needs to be repaired where there is a water stain.

RESULT: REVIEWED BY PARK COMMISSION

7. Report on General Operation of Golf Course

Snow on the ground, lots of sledders and cross country skiers!

RESULT: REVIEWED BY PARK COMMISSION

9. FY26 Mt Hood Budget

In February the Mt Hood Free Cash number should be coming out. The PC may want to bolster up the Mt Hood Reserve Fund and move some Free Cash into it. The Reserve Fund is also called the Stabilization Fund.

RESULT: REVIEWED BY PARK COMMISSION

VI. RECREATION DEPARTMENT REPORT

1. Program Updates

Frank couldn't make the meeting. Rob reported for him that the Spring Brochure book will be coming out soon

RESULT: REVIEWED BY PARK COMMISSION

2. FY26 Recreation Budget

No update

RESULT: REVIEWED BY PARK COMMISSION

VII. PARK DEPARTMENT REPORT

1. General Park Dept. Report

All of the youth group times are into the system, Pine Banks and Melrose fields.

Youth soccer is potentially not using the West Knoll small field this spring. It is very beat up. However, youth soccer has 1200 signups so they have cut their high school program due to not enough field space. Rob is trying to get them more time on any fields. Hopefully getting irrigation working on the west knoll will help the field come back to life.

As far as Capital Improvement projects that are in the works:

Rob met with the Vocational School, who are doing the dugouts at the Common Fire Station side Softball field. They will get Rob quotes and he believes funding has been secured. Ward Hamilton has been helping with this. They can get this done in the next few weeks. They can work in the snow and have to work during school hours since it is students. Hopefully this will be done before April 1. It was voted by the PC that this field would be dedicated to Joan Bell. A scoreboard and plaque will also be done.

Rob is waiting for 1 more quote and then deciding what to do with the Common Playground Renovation and Dunton Park Playground. That should be in this week. Then Rob will sit with the mayor's office to decide what they want to do. Rob can send the plans to the PC if they want to look them over and have input.

The irrigation project at the Knoll is being funded by a DCR grant. DPW is reaching out to the contracted irrigation company for quotes. Rob is hoping to see those by Wednesday.

The infield work projects that are going to be done on the Common, Conant and Morelli are being worked on. The scope of work is still being put together. This work will take place after fall ball, late in October, it has be put out to bid.

The Lewis Monk lights project got complicated. The Ell Pond Feasibility Study was thought to include the lights at Lewis Monk. But it does not so the DPW Director wants to send this to Weston and Sampson and have them write up specs and a bid proposal.

John M asked about projects going out to bid. He is not in favor of doing another Feasibility Study and wonders if Weston and Sampson automatically gets this. He would like Rob to look into it. He would like to see a procurement officer hired to see these things be done in house.

Rob said that Weston and Sampson quoted \$36K to do a scope of work for the work that needs to be done at the Tremont Street Tennis Courts, Crystal Street Courts and Foss Park Court.

Rob said he has also been included in meetings on the Stormwater Study that is part of the Ell Pond Feasibility Study. He is not clear on this project. His interest in the project is to build a new turf field. Jim D said the study did not get to the 25% design step yet and clarity has to be made about the process. Discussion was had on what Jim knows about it. Jim wants to talk to the mayor's office and the DPW Director on the whole project.

The user fee conversations have dried up since the override passed.

The Little League conversations about leasing the little league fields has not had anything happening for months. Procurement regulations could be a problem in that the Little League would still have to go by the same procurement laws that the city goes by.

RESULT:	REVIEWED BY PARK COMMISSION
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2. FY26 Park Budget

No update

RESULT: REVIEWED BY PARK COMMISSION

VIII. ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

None

Motion: To adjourn

By: Kelly Broderick, Second: Anne Ahern - motion carried.



CITY OF MELROSE

Melrose Park Commission
 100 Slayton Road
 Melrose, MA 02176

Mount Hood Golf Course

2026 Season Pass Rates, Greens Fees and Cart Fees

2026 Season Passes (Weekday Season Passes include M-F)			
Classification	Age Group	2026 Season Pass Rates	
		Melrose Resident	Non-Resident
Individual weekday only	18 and older	\$1,690	\$1,988
Individual full (7-day)	18 and older	\$2,364	\$2,781
Family weekday only	18 to 64	\$2,469	\$2,905
Family full (7-day)	18 and older	\$3,458	\$4,069
Residents: Sr. Individual or Veteran weekday only	65 and older	\$1,400	*discontinued
Residents: Sr. Family weekday only	65 and older	\$2,296	*discontinued
Jr. Individual weekday only	17 and under	\$464	\$620
Weekend contract tee times		\$425	\$425

*Non-Resident Senior passes have been discontinued. Please see Non-Resident Age Group '18 and older'

2026 Greens Fees		
Type of Round	Melrose Resident	Non-Resident
	Weekday (Mon – Thurs)	
9 holes	\$29	\$34
18 holes	\$46	\$54
Residents: Senior or Vet 9 holes	\$27	**discontinued
Residents: Senior or Vet 18 holes	\$43	**discontinued
Junior 9 holes	\$18	\$18
Junior 18 holes	\$34	\$34
Added 9 holes	\$17	\$20
Add Sr/Vet 9 holes	\$16	\$20
Weekend (Fri-Sun, Holidays)		
9 holes	\$33	\$38
18 holes	\$55	\$64
Added 9 holes	\$22	\$26
2026 Cart Fees Per Person		
9 holes	\$17.00	
18 holes	\$26.00	

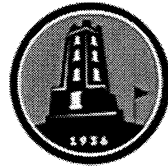
**Non-Resident Sr daily rates have been discontinued. Please see Non-Resident 9 holes and 18 holes.

General Ledger B

GL Code	Description	Debit	Credit
For Dates	February 1 12:00 AM - February 28 11:59 PM		
1001	Credit	\$30765.33	
1002	Check	\$3069.00	
1026	Cash	\$5296.69	
	Other		\$0.00
	Other		\$0.00
2360	STATE SALES TAXES		\$276.72
3050	SEASON PASSES-M.H.		\$18,332.00
3061	ROOM RENTAL/SERVICE FEES		\$600.00
3065	SIMULATOR SALES		\$12,911.00
3102	Food (Taxable)		\$688.80
3109	MISC SALES - TAXABLE		\$0.00
3110	Apparel		\$60.00
3111	Golf Gloves		\$17.88
3112	Headwear		\$50.00
3115	Prime Time Fees		\$850.00
3116	Gift Cards (Net)		\$1,251.00
3118	Food (Non-Taxable)		\$253.50
3120	Alcohol		\$3,275.17
5029	Tips		\$564.95
		\$39,131.02	\$39,131.02 \$0.00

FUNCTION	Date of Event	# of ppl
2026		
April		
Bar Mitzvah	4/11/2026	75
Baby Shower	4/12/2026	TBD
Party	4/19/2026	50
May		
June		
bridal shower	6/7/2026	
bridal shower	6/28/2026	TBD
July		
Bday Party	7/19/2025	
Grad Party	7/26/2026	75
August		
Defoe Tournament	8/3/26	
Wedding Recep	8/8/26	120
September		
Melrose Reunion	9/12/2025	50
October		
November		
December		

Golf Course Maintenance Log Book
Mount Hood Golf Club February 2026



MOUNT HOOD
GOLF COURSE

Prepared by Mike Ford, Staff Level 3

Maintenance Log February 2026

- Equipment Maintenance ongoing
- Grinding of Reels ongoing
- Snow removal as needed in parking lots and walkways. Ice melt applied as needed.
- No dog incidents



CITY OF MELROSE V2024.7 LIVE

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	MT HOOD ENTERPRISE FUND	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE./COL	
620000 MT HOOD ENTERPRISE FUND									
620000	435010	MT HOOD GREEN FEE	-2,397,769	0	-2,397,769	-1,325,693.28	0.00	-1,072,075.72	55.33%*
620000	435030	MT HOOD GOLF CART	0	0	0	-478,823.59	0.00	478,823.59	100.0%
620000	435040	ANTENNA LEASES AN	0	0	0	-7,500.00	0.00	7,500.00	100.0%
620000	435050	FOOD & BEVERAGES	0	0	0	-39,148.85	0.00	39,148.85	100.0%
620000	435090	MT HOOD MISC REVE	0	0	0	-1,769.20	0.00	1,769.20	100.0%*
620000	511000	SALARY & WAGES	114,600	0	114,600	79,253.00	0.00	35,347.00	69.2%
620000	523300	OUTSIDE CONTRACTO	20,000	215	20,215	5,133.99	215.32	14,866.01	26.5%
620000	527309	SECURITY	5,000	0	5,000	492.00	0.00	4,508.00	9.8%
620000	528600	AUDITING SERVICES	6,360	0	6,360	6,310.00	0.00	6,360.00	112.3%*
620000	528800	PLOWING AND SANDI	6,000	0	6,000	6,000.00	0.00	15,000.00	77.8%
620000	528900	LEGAL COUNSEL	15,000	0	15,000	0.00	0.00	350,167.74	74.9%
620000	529000	PROFESSIONAL SERV	1,578,000	0	1,578,000	1,227,832.26	0.00	16,250.00	75.9%
620000	529006	MT HOOD CAPITAL I	50,000	14,714	64,714	44,095.58	0.00	4,000.00	75.9%
620000	530500	OFFICE SUPPLIES	4,000	0	4,000	8,240.33	0.00	3,009.67	13.2%
620000	530501	MISC SUPPLIES	12,000	500	12,500	1,317.36	1,250.00	8,682.64	83.8%
620000	548960	MT HOOD COMMUNITY	10,000	0	10,000	1,317.36	0.00	0.00	
TOTAL	MT HOOD ENTERPRISE FUND		-576,809	15,429	-561,380	-476,724.00	6,258.42	-90,914.42	83.8%
627112 MT HOOD MUNICIPAL DEBT									
627112	565000	MUNICIPAL DEBT	233,706	0	233,706	43,300.00	0.00	190,406.00	18.5%
TOTAL	MT HOOD MUNICIPAL DEBT		233,706	0	233,706	43,300.00	0.00	190,406.00	18.5%
627512 MT HOOD MUNICIPAL DEBT INTERES									
627512	549102	MUNICIPAL DEBT IN	164,893	0	164,893	24,332.50	0.00	140,560.50	14.8%
TOTAL	MT HOOD MUNICIPAL DEBT INTERES		164,893	0	164,893	24,332.50	0.00	140,560.50	14.8%
TOTAL	MT HOOD ENTERPRISE FUND		-178,210	15,429	-162,781	-409,091.50	6,258.42	240,052.08	247.5%
TOTAL REVENUES			-2,397,769	0	-2,397,769	-1,849,398.52	6,258.42	-548,370.48	
TOTAL EXPENSES			2,219,559	15,429	2,234,988	1,440,307.02	6,258.42	788,422.56	

CITY OF MELROSE V2024.7 LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	-178,210	15,429	-162,781	-409,091.50	6,258.42	240,052.08	247.5%

** END OF REPORT - Generated by Cindy Brickley **

Free Cash Certification

Retained Earnings Calculation - Mt. Hood Enterprise Fund - Fiscal Year 2026

Enterprise Fund Number A-2(3RD)
Type of Enterprise Fund ParksRecreation
Name of Enterprise Fund/Statutory Reference Mt. Hood Enterprise Fund

Part I Cash 1,145,160.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00
Payroll Payable 0.00
Warrants Payable 0.00
Encumbrances 15,429.00
Expenditures 0.00
Continuing Appropriations 0.00

Other Liabilities

0.00

Total 15,429.00

Cash less Current Liabilities 1,129,731.00

Part II Retained Earnings, Undesignated 1,129,989.00

Accounts Receivable (net):

User Fees 0.00

Other Accounts Receivable

OTHER LIABILITIES 258.00

Total 258.00

Undesignated Retained Earnings Less Accounts Receivable 1,129,731.00

Fixed Assets

Debits:

0.00

Total 0.00

Credits:

0.00

Total 0.00

Free Cash Certification

Retained Earnings Calculation - Mt. Hood Enterprise Fund - Fiscal Year 2026

Fixed Assets Variance (Debits - Credits)

0.00

CITY OF MELROSE v2024.7 LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
84172 MT HOOD STABILIZATION RESERVE							
84172 500000	468,921	6,413	475,333	.00	.00	475,333.37	.0%
84172 590000	-245,000	0	-245,000	.00	.00	-245,000.00	.0%*
TOTAL MT. HOOD STABILIZATION RESERVE	223,921	6,413	230,333	.00	.00	230,333.37	.0%
84174 MT HOOD STABILIZATION RESERVE							
84174 482000	0	0	0	-2,603.25	.00	2,603.25	100.0%
84174 482003	0	0	0	-3,809.27	.00	3,809.27	100.0%
TOTAL MT HOOD STABILIZATION RESERVE	0	0	0	-6,412.52	.00	6,412.52	100.0%
TOTAL MT. HOOD STABILIZATION/RESERVE	223,921	6,413	230,333	-6,412.52	.00	236,745.89	-2.8%
TOTAL REVENUES	0	0	0	-6,412.52	.00	6,412.52	
TOTAL EXPENSES	223,921	6,413	230,333	.00	.00	230,333.37	

CITY OF MELROSE V2024.7 LIVE

YEAR-TO-DATE BUDGET REPORT



FOR 2026 13

	ORIGINAL APPROP	TRANSFERS/ ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	223,921	6,413	230,333	-6,412.52	.00	236,745.89	-2.8%

** END OF REPORT - Generated by Cindy Brickley **

CITY OF MELROSE v2024.7 LIVE

YEAR-TO-DATE BUDGET REPORT



FOR 2026 13

ACCOUNTS FOR:	RECREATION REVOLV CAP \$450,000	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
26521 RECREATION - SAL								
26521 511000	SALARY & WAGES	0	0	0	124,751.00	.00	-124,751.00	100.0%*
26521 513000	OVERTIME	0	0	0	1,463.06	.00	-1,463.06	100.0%*
	TOTAL RECREATION - SAL	0	0	0	126,214.06	.00	-126,214.06	100.0%
26522 RECREATION - EXP								
26522 538057	SUMMER PROGRAMS	0	0	0	183,813.90	.00	-183,813.90	100.0%*
26522 538058	FALL/WINTER PROGRA	0	0	0	76,334.99	862.99	-77,197.98	100.0%*
26522 538059	SPRING PROGRAMS	0	0	0	7,128.00	.00	-7,128.00	100.0%*
26522 538060	SALARY & MISC	0	0	0	32,967.08	.00	-32,967.08	100.0%*
26522 548011	MEDICARE-RECREATIO	0	0	0	737.88	.00	-737.88	100.0%*
	TOTAL RECREATION - EXP	0	0	0	300,981.85	862.99	-301,844.84	100.0%
26524 RECREATION - REV								
26524 486057	SUMMER PROGRAMS	0	0	0	-19,703.01	.00	19,703.01	100.0%
26524 486058	FALL/WINTER PROGRA	0	0	0	-190,658.24	.00	190,658.24	100.0%
26524 486059	SPRING PROGRAMS	0	0	0	-280.00	.00	280.00	100.0%
	TOTAL RECREATION - REV	0	0	0	-210,641.25	.00	210,641.25	100.0%
	TOTAL RECREATION REVOLV CAP \$450,000	0	0	0	216,554.66	862.99	-217,417.65	100.0%
	TOTAL REVENUES	0	0	0	-210,641.25	.00	210,641.25	
	TOTAL EXPENSES	0	0	0	427,195.91	862.99	-428,058.90	
	PRIOR FUND BALANCE				602,725.49			
	CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				-216,554.66			
	REVISED FUND BALANCE				386,170.83			

CITY OF MELROSE V2024.7 LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	216,554.66	862.99	-217,417.65	100.0%

** END OF REPORT - Generated by Cindy Brickley **

Brickley, Cindy

From: Melrose Farmers' Market <melrosefarmersmarket@gmail.com>
Sent: Monday, February 9, 2026 1:17 PM
To: Brickley, Cindy; Carrillo, Robert
Subject: Farmers' Market park permit application
Attachments: 2026 Permit Application Melrose User Groups.pdf; MFM CERT OF LIAB INS.pdf

Hi Cindy and Rob,

I'm the new executive director for the Melrose Farmers' Market, taking over for Kristen. I wanted to reach out to start our application for use of Bowden Park this year.

I'm attaching the application form, plus our liability insurance here. We will renew it again in April so I can send you the updated COI once we have it.

The timing of the market will be a little different this year. Our hours will be on Thursdays from 2:30pm to 6:30pm. The season will run from June 11th to October 29th.

We're hoping to add an additional market day on May 7th, if that works for you? We also haven't yet determined the date of our Harvest Market, but it will be on either Nov. 15 or 22, so I listed Nov. 22 as the end date.

Could I mail you a check for the permit fee?

Many thanks, and we're excited to be back at Bowden before too long!

Warmest wishes,
Steph

--

Steph Zabel, *Executive Director & Market Manager*
Melrose Farmers Market
@melrosefarmersmarket

****CITY OF MELROSE PUBLIC RECORDS NOTICE: Please be advised that the Massachusetts Attorney General has determined that email is a public record unless the content of the email falls within one of the stated exemptions under the Massachusetts Public Records Laws.****

CITY OF MELROSE

Park Department 100 Slayton Road Melrose, MA 02176

CITY OF MELROSE PARK AND FIELD USE PERMIT APPLICATION

SEASON DEADLINE

SPRING (APRIL 1 – JUNE 30) MARCH 1

SUMMER (JUNE 1 – AUGUST 31) MAY 1

FALL (AUG 1 – NOVEMBER 30) JULY 1

A PERMIT APPLICATION MUST BE COMPLETED FOR EACH FACILITY INCLUDING ORGANIZATIONS APPLYING FOR MULTIPLE PERMITS AT DIFFERENT FACILITIES. THE FEE IS \$10.00 PER PERMIT. CHECKS SHOULD BE MADE PAYABLE TO THE CITY OF MELROSE. CASH AND CREDIT CARDS ARE NOT ACCEPTED.

ORGANIZATION/TEAM	Melrose Farmers' Market
PRIMARY CONTACT	Steph Zabel
ADDRESS	[REDACTED]
EMAIL ADDRESS	melrosefarmersmarket@gmail.com
PRIMARY PHONE	[REDACTED]
SECONDARY PHONE	

SEASON: SPRING SUMMER FALL YEAR: 2026

FIELD/FACILITY	Bowden Park
START DATE	May 7th / June 11th
END DATE	Nov. 22
DAY(S)	Thursdays 6/11 to 10/29, plus 5/7 and Sat. 6/27 (rain date 6/28)
TIME(S)	Thursdays: 10:00am to 7:30pm / weekend: 8am to 3pm

Please send all completed applications and checks to the Park Department at: Melrose Park Department, 100 Slayton Road, Melrose, MA 02176. Once applications have been processed, you will receive a copy of your permit. If you have any questions, please contact Park Superintendent, Rob Carrillo at rcarrillo@cityofmelrose.org or (781) 979-4169



Julie Pottier-Brown
Farm Direct Co-op
P.O. Box 1146
Marblehead MA, 01945

Mr. Robert Carillo, Superintendent of Parks & Open Space
Parks Commissioners
City of Melrose
Melrose, MA 02176

Greetings Park and Recreation Commission,

We are writing to request permission to operate the Farm Direct Coop local food distribution out of the rear portion of The Knoll, next to the dog park & just in front of Ell Pond in 2026. We distribute one time each in March & April, 3 to 5 times in May, then on both Tuesdays and Thursdays weekly June 9th through October 15th. We have 2-3 distributions in November, and once in December, weather permitting.

We will also use the space for several dates in November as well as a date in early December, weather permitting. Operating hours are 3pm-7:30 pm. (we are open for distribution from 4-7pm). We do not exchange money/sell to the public on the property and we carry full liability insurance.

The Farm Direct Coop donates daily excess produce to The Food Drive Melrose, Bread of Life, Malden & individual families in need. The Farm Direct Community Foundation (FDCF) is a newly formed 501c3 Charitable Foundation that will help fund our Community Aid Fund for those who cannot afford to pay the full cost of shares. We hope to expand access to local food.

Thank you for your consideration.

If you have any questions, please do not hesitate to contact me.

Thank you in advance,
Sincerely,
Julie Pottier-Brown
Co-Director


February 18, 2026

CITY OF MELROSE V2024.7 LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR: GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
014751 PW PARK & FORESTRY SALARIES							
014751 511000 SALARY & WAGES	641,092	-33,181	607,911	383,110.86	.00	224,800.14	63.0%
014751 512000 PART TIME SALARIE	0	24,000	24,000	.00	.00	24,000.00	.0%
014751 513000 OVERTIME	40,375	15,525	55,900	31,818.72	.00	24,081.28	56.9%
TOTAL PW PARK & FORESTRY SALARIES	681,467	6,344	687,811	414,929.58	.00	272,881.42	60.3%
014752 PW PARK & FORESTRY EXPENSE							
014752 524006 FORESTRY HIRED EQ	21,500	133,181	154,681	36,770.00	2,930.00	114,981.00	25.7%
014752 524007 PARKS HIRED EQUIP	30,000	1,230	31,230	10,972.50	3,899.00	16,358.70	47.6%
014752 527400 IRRIGATION SYSTEM	12,000	0	12,000	3,104.20	4,895.80	4,000.00	66.7%
014752 527806 PLAYGROUND & EQUI	6,500	24,739	31,239	9,230.42	29,590.00	22,008.66	29.5%
014752 528805 MOWING & MAINTENA	50,000	20,690	70,690	22,784.00	34,637.00	13,269.00	81.2%
014752 531826 EQUIPMENT & FIELD	6,500	0	6,500	619.25	2,380.75	3,500.00	46.2%
014752 533050 FIELDMARKING	7,500	0	7,500	2,748.62	4,014.53	3,736.85	90.2%
014752 533505 LANDSCAPING EQUIP	6,500	1,770	8,270	2,748.62	1,010.94	5,207.30	37.0%
014752 535200 LANDSCAPING SUPPL	50,000	5,000	55,000	18,100.58	14,088.24	22,811.18	58.5%
014752 537300 FENCE MATERIALS	4,200	1,080	5,280	802.20	697.80	3,779.65	28.4%
014752 537610 BENCHES & BARRELS	4,200	3,988	8,188	3,987.73	.00	4,200.00	48.7%
014752 537640 ADOPT-A-SITE	0	5,000	5,000	.00	.00	5,000.00	.0%
014752 537641 FLOWERS AT VETERA	0	8,000	8,000	.00	8,000.00	.00	100.0%
014752 531182 PARKS - TREES	0	141,363	141,363	25,750.00	15,613.15	100,000.00	29.3%
TOTAL PW PARK & FORESTRY EXPENSE	198,900	346,041	544,941	136,921.06	92,167.21	315,852.34	42.0%
014753 PARKS-CAPITAL PROJECTS							
014753 551168 PARK CAPITAL PROJ	0	819,792	819,792	282,533.00	1,258.55	536,000.00	34.6%
014753 551169 COURT UPGRADES	0	125,438	125,438	437.75	.00	125,000.00	.3%
014753 551177 TURF REPLACEMENT	0	352,300	352,300	.00	.00	352,300.00	.0%
TOTAL PARKS-CAPITAL PROJECTS	0	1,297,529	1,297,529	282,970.75	1,258.55	1,013,300.00	21.9%
TOTAL GENERAL FUND	880,367	1,649,914	2,530,281	834,821.39	93,425.76	1,602,033.76	36.7%
TOTAL EXPENSES	880,367	1,649,914	2,530,281	834,821.39	93,425.76	1,602,033.76	

CITY OF MELROSE V2024.7 LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	TRANSERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	880,367	1,649,914	2,530,281	834,821.39	93,425.76	1,602,033.76	36.7%

** END OF REPORT - Generated by Cindy Brickley **