

Town of Pembroke
Recreation Commission
100 Center St.
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Pembroke Recreation Commission

Minutes of Meeting of July 13, 2021

Present: Sue Roche (Director), Eric Hurt, Ginger Comeau, Rachel Quinlan, Nicole Pedro, Grant Nickerson. **Guests:** George Grey as potential Commissioner, Mrs. Kate Hamill

Opened Meeting @ 7:35 PM

Welcome: Welcome to newly confirmed Commissioner Grant Nickerson. Welcome as well to potential Commissioner George Grey, who is attending today's meeting in preparation for potentially joining the Recreation Commission

Minutes Review:

Commissioners reviewed the June 9, 2021 minutes. VOTE: A motion was made to accept the minutes by Ginger Comeau, seconded by Rachel Quinlan. All in favor.

Election of Officers:

Eric Hurt was nominated for the Chairperson's seat by Rachel Quinlan, seconded by Ginger Comeau. All in Favor. Mr. Hurt accepted the nomination.

Ginger Comeau was nominated for the Vice Chairperson's seat by Eric Hurt, seconded by Rachel Quinlan. All in Favor. Ms. Comeau accepted the nomination.

Rachel Quinlan was nominated for the seat of Secretary by Ginger Comeau, seconded by Grant Nickerson. All in Favor. Mrs. Quinlan accepted the nomination.

As a revision of the description of the role of the Treasurer and not all the Commissioners were present to discuss the demands of the role, Grant Nickerson made a motion to table the nomination of a treasurer until next meeting; seconded by Rachel Quinlan. All in favor.

As not all Commissioners were present to discuss/ volunteer for the role of CPC Representative, Rachel Quinlan made a motion to table the nomination of a CPC Rep until the next meeting; seconded by Grant Nickerson. All in favor.

Mask Requirement for Recreation Summer Program:

Guest Kate Hamill approached the Board to discuss the possibility of lifting the mask mandate that remains in place for children in the summer recreation program when they are inside, as per DESE and EEC recommendations. Upon discussion, the Commissioners' general recommendation was continued mask wearing inside, particularly when children are inside < 3 ft apart, but to implement more mask breaks throughout the day as permitted by staffing, as well as explore the possibility of borrowing air filters from the schools if they are not in use.

Capital Plans:

Commissioners in attendance agreed to table a review of the Capital Budget items until all Commissioners have had an opportunity to review and discuss these items.

Commissioner Roles:

Commissioners in attendance agreed to table a discussion of roles and responsibilities of each office until additional Commissioners are present to contribute to discussion.

Finances:

Capital Budget Article passed at the recent Town Meeting of June 22, 2021, earmarking \$7,000 for repair of the tennis court, and \$4,000 for repair/ upkeep of Magoun Field. It was recognized that the repair of the tennis courts may be tabled until plans for the construction of the Community Center are finalized as these plans will likely impact the nearby tennis court. Director Sue Roche will discuss with the Town Manager and request an extension of the Article into next year if needed.

Commissioners discussed the benefits of creating a "Restricted Funds" line designation for funds in the budget that are specifically earmarked for certain purposes, such as the skate park fund, to better reflect the true status of the available funds in Rec Dept's revolving bottom line. Director Sue Roche to follow up with the Town Manager to determine if this is possible.

VOTE: A motion to accept the finances was made by Grant Nickerson, seconded by Rachel Quinlan. All in favor.

Correspondences:

Commissioners reviewed all recent correspondences. VOTE: A motion was made to accept all correspondence by Ginger Comeau, seconded by Rachel Quinlan. All in favor.

New Business:

Welcome to Georgy Grey, who is present as a potential future Commissioner. With the agreement of all Commissioners present, Mr. Grey will be recommended to the Select Board for appointment to the Recreation Board as a Commissioner.

Recreation Director Sue Roche and Council on Aging Director will be touring other local facilities that combine both Rec and CoA in one space to research how to optimize use of space appropriately by/ for both groups.

Future Board Meetings:

August meeting currently scheduled for Aug 10, 2021. Secretary to send out confirmation of date to Commissioners and attach previously sent Capital Budget items that need to be reviewed prior to the next meeting for discussion at that meeting.

Adjournment:

VOTE: Motion to adjourn the meeting was made by Ginger Comeau, seconded by Grant Nickerson. All in favor. Meeting Adjourned @ 9:36

Minutes recorded by Rachel Quinlan