

*Town of Pembroke  
Recreation Commission  
100 Center Street  
Pembroke, Ma. 02359  
781-293-3249*

**Pembroke Recreation Commission**

**Minutes of the Meeting of August 10, 2021**

**Present:** Ginger Comeau, Eric Hurt, Grant Nickerson, Tim Folan, George Grey and Sue Roche (Director).

Call to Order by Eric Hurt at 7:33PM

Welcome to newly confirmed Commissioner George Grey.

**Minutes Review** - Commissioners reviewed the July 2021 meeting minutes. VOTE: A motion was made by Grant Nickerson and seconded by Ginger Comeau to accept the July minutes. All in favor.

**Election of Officers** – Offices and positions left unfilled at July meeting were voted on. George Grey expressed interest in being appointed as CPC representative, seconded by Tim Folan. All in favor. Mr. Grey accepted the nomination. Grant Nickerson was nominated for Treasurer by Tim Folan, seconded by George Grey. All in favor. Mr. Nickerson accepted the nomination.

**Commissioner Roles** – Director Sue Roche requests all commissioners review reading material sent in an email link titled “Recreation Commission Guidance Book” that contains written guidance on the function and purpose of the commission. Commissioners who hold an elected office will confirm awareness of their roles at our next meeting as understood after reading this material.

**Capital Plans Review** – Commissioners discussed multiple locations overseen by Pembroke Rec in need of repairs (Brick Kiln Lane, Birch St. Playground, Marcus B. Ford Park, J.J. Shepherd Memorial Forest, Magoun Field, Libby Short Basketball and Tennis Courts, Howard Bezanson Ball Fields and Community Center Playground) and the need to prioritize requests for funding much needed repairs in upcoming capital budget. George Grey suggests a needs assessment be done at all locations; recommendation to ask town for funding to have a certified playground inspector assess playgrounds and make recommendations on what improvements should be made. Grant Nickerson made a motion to have Director Sue Roche submit an article for Fall Town Meeting to seek funding (estimated \$10,000-\$15,000) for a full playground audit before the warrant closes on 8/13/2021. Seconded by George Grey. All approved.

Commissioners agreed to designate time at each upcoming meeting to discuss fields, playgrounds and obsolete areas overseen by Pembroke Recreation.

Sue Roche to inquire with DPW regarding removing the dilapidated basketball hoop (Brick Kiln Lane) and backstop (Marcus B. Ford Park).

Sue Roche to submit an article for capital funding in the amount of \$50,000/\$55,000 to purchase a new truck with dump bed and \$9,400.00 to purchase new mower. A motion in favor of this article was made by Tim Folan, seconded by Grant Nickerson. All in favor.

Sue Roche reports the tennis court repairs are on hold due to the impending construction of the new community center. Quotes are still being gathered for Magoun Field nip and tuck project.

**Correspondences** - Commissioners reviewed all recent correspondences. A) Town Manager approval of car wash for PHS Key Club; B) Town manager approval of car wash for Boy Scout Troop 105; C) Planning Board Site Plan Decision. Motion to accept the correspondences was made by Ginger Comeau, seconded by Tim Folan. All in favor.

**Finances** – Commissioners reviewed July revolving account finances only. Tim Folan motion to accept the revolving finances, seconded by Grant Nickerson. All in favor.

Sue Roche reminded commission that \$7,500 was approved at Spring Town Meeting for tennis court repairs along with \$4,000 for Magoun Field project repairs. Commissioners discussed delaying the tennis court repairs pending the demo of the community center as it could potentially be a waste of money if it becomes damaged or cracks again from all the heavy equipment.

**Old Business** – Commissioner Tim Folan to complete CORI form. All commissioners to review Recreation Commission Guidebook.

**New Business** - New meeting start time confirmed for 7:30pm.

**Adjournment** - Motion to adjourn the meeting at 9:04 PM was made by Tim Folan and seconded by Ginger Comeau. All in favor.

Minutes recorded by Ginger Comeau.