**Town of Pembroke**

**Recreation Commission**

**100 Center Street**

**Pembroke, Ma. 02359**

**781-293-3249**

***Pembroke Recreation Commission***

***Minutes of the Meeting of May 12, 2015***

***Present: Robert Raleigh, Matt Norton, Bill Boyle, Tom Driscoll, Ginger Comeau, Linda Federico, Brian Phillips (non-voting) and Sue Roche (Director).***

*Call to Order by Robert Raleigh at 7:05 PM*

*Introduction of New Commissioner – Brian Phillips*

*The Selectman appointed Brian Phillips as new commissioner. Brian was introduced to the commissioners.*

*Board Vote*

*VOTE: Motion made by Bill Boyle to nominate Robert Raleigh for the position of Vice Chair of the Recreation Commission, seconded by Linda Federico, all in favor. VOTE: Motion made by Tom Driscoll to nominate Linda Federico for the position of Treasurer of the Recreation Commission, seconded by Bill Boyle, all in favor.*

*Minutes Review*

*The minutes for April were reviewed. VOTE: A motion was made by Linda Federico to accept the April minutes, seconded by Ginger Comeau, all in favor. VOTE: A motion was made by Bill Boyle to accept the March minutes, seconded by Tom Driscoll, all in favor. VOTE: A motion was made by Bill Boyle to accept the February minutes, seconded by Ginger Comeau, all in favor.*

*Correspondences*

*The commissioners reviewed the correspondences. Nick Morrison’s Eagle Project was discussed and the Director updated the Commissioners on the status. The Director will review the cost of railings for the new ramp associated with the Eagle project and get price quotes. VOTE: a motion was made by Robert Raleigh to accept the correspondences, seconded by Tom Driscoll, all in favor.*

*Finance Review*

*The financial reports (both revolving and town accounts) for the month were reviewed by the commissioners. The Skate Park funds were discussed and the status of the project is unknown. The Director will contact the Skate Park Committee for an update. American Legion Baseball is in arrears $3,600.00 to the recreation Commission as a result of the batting cage agreement, matt Norton will contact Gary Nashawatty at American Legion to discuss. VOTE: A motion was made by Bill Boyle to accept the finance report, seconded by Linda Federico, all in favor.*

*Ball Field Projects Review*

*The Community Center Field Project was discussed. The Mattakeesett Ball Field Project was also discussed, a gate is planned to be added to the project to restrict off hours access. Gate prices are being obtained.*

*DPW Retaining Wall at Community Center Courts*

*The Director provided an update on the planned building of a retaining wall at the basketball courts to eliminate rain runoff onto the courts. DPW is planning to perform the work in concert with the Nick Morrison Eagle Project.*

*Assistant Director Position*

*The Commissioners discussed and reviewed the Directors plan for posting the Assistant Director Position. The position will be posted for two weeks. VOTE: Motion made by Robert Raleigh to authorize the Director to spend $1260.00 from the Clinics Account to advertise the Assistant Director Position, seconded by Tom Driscoll, all in favor. VOTE: A motion was made by Robert Raleigh to authorize the Director to use her judgment, experience and job knowledge to review the Assistant Director applications and provide to the Commissioners the applications she deems appropriate for the June 9th interview process with the Commissioners, seconded by Bill Boyle, all in favor.*

*New Business*

*Ginger Comeau presented an idea for the Recreation Commission to become involved with Special Olympics and offer enrichment/athletic activities to the residents through the Special Olympics. The Commissioners discussed and reacted favorably. A meeting to gather more information will be requested of Special Olympics for the July meeting.*

*Adjournment*

*VOTE: Motion to adjourn the meeting at 8:45 PM was made by Bill Boyle and seconded by Tom Driscoll, all approved.*

*Minutes recorded by Robert Raleigh*