**Town of Pembroke**

**Recreation Commission**

**100 Center Street**

**Pembroke, Ma. 02359**

**781-293-3249**

***Pembroke Recreation Commission***

***Minutes of the Meeting of July 12, 2016***

***Present: Robert Raleigh, Matt Norton, Tom Driscoll, Mary Ann Freeman, Bryan Philips, Linda Federico and Sue Roche (Director).***

*Call to Order by Matt Norton at 7:11 PM*

*Conflict of Interest Certifications*

*The commissioners discussed the necessity to complete their conflict of interest training certifications and to provide the certifications to the Director.*

*Correspondences*

*The commissioners reviewed the July correspondences. A. the pricing and project plans for lights and camera mounts for the Mattakeessett Fields was reviewed. Matthews Electric is finishing the lighting work. B. the Mattakeesett Paving Project plan was reviewed and discussed. Two options ($20,000 for a large area pavement and $11,000 for a limited area) were reviewed. Plans are being finalized and will be presented to the Planning Board. C. the Basketball Court paving and retaining wall project will take place at the end of the summer basketball season. The quotes were reviewed. VOTE: A motion was made by Robert Raleigh to authorize the Director to spend up to $6,000 to install a retaining wall at the Basketball Courts, seconded by Mary Ann Freeman, all in favor. D. Improvements/replacements at Birch Street Park were reviewed. VOTE: Motion made by Bryan Phillips to authorize the Director to spend up to $975 to install replacement apparatus as Birch Street Park, seconded by Tom Driscoll, all in favor. E. VOTE: Motion made by Robert Raleigh to accept the correspondences, seconded by Tom Driscoll, all in favor.*

*Don Sheehan – Tru Rep Theatre*

*The commissioners met with Don Sheehan of Tru Rep Theatre group and discussed the potential of Tru Rep using the Community Center facility for 3-4 theatre shows per year. Tru Rep is a BDA organization which is moving to a nonprofit. They will have insurance. They anticipate 75-100 people attending each showing and think they could have 3-4 shows per year. They would need access to the facility for one week and a weekend. Anticipated timing for the first show end of October to mid-November and the show would be “Into the Woods”. The commissioners discussed facility availability and the fee structure for this event. VOTE: Motion made by Robert Raleigh to authorize the Director to offer up to 20% off of the “Concert/Dance Recital/Performance” fee rate for the first rental by Tru Rep plus $150.00 for lost rental revenue for one week, seconded by Bryan Phillips, all in favor.*

*Finance Review*

*The financial reports (revolving, town accounts and community enter accounts) for the month were reviewed by the commissioners. VOTE: A motion was made by Bryan Phillips to accept the revolving and town accounts report, seconded by Linda Federico, all in favor, none opposed. VOTE: motion made by Mary Ann Freeman to accept the community center accounts report, seconded by Bryan Phillips, all in favor.*

*Adjournment*

*Motion to adjourn the meeting at 8:45 PM was made by Robert Raleigh and seconded by Mary Ann Freeman, all in favor, none opposed.*

*Minutes recorded by Robert Raleigh*