**Town of Pembroke**

**Recreation Commission**

**100 Center Street**

**Pembroke, Ma. 02359**

**781-293-3249**

***Pembroke Recreation Commission***

***Minutes of the Meeting of January 19, 2017***

***Present: Robert Raleigh, Matt Norton, Mary Ann Freeman, Linda Federico, Eric Hurt, Sue Roche (Director) and Corey Pento (Observer).***

*Call to Order by Matt Norton at 7:22 PM*

*Carol Nourse Family*

*Representatives from the family of Carol Nourse presented the idea of dedicating a bench on Town Green in memory of their Carol Nourse and her long standing contributions to the Town of Pembroke in the area of the arts, specifically Entertainment on the Green. Members of the Nourse family will purchase the bench and coordinate placement on Town Green with Director, Susan Roche. It was suggest the Nourse family contact the Board of Selectmen for final approval and DPW in regard to the slab required for the bench. VOTE: A motion was made by Robert Raleigh to support the request of the Nourse family to place a memorial bench on Town Green for Carol Nourse, seconded by Linda Federico, all in favor.*

*Minutes Review*

*The Commissioners reviewed the October meeting minutes. VOTE: A motion was made by MaryAnn Freeman and seconded by Linda Federico to accept the October minutes, all in favor. The Commissioners reviewed the November meeting minutes. VOTE: A motion was made by MaryAnn Freeman and seconded by Eric Hurt to accept the November minutes, all in favor.*

*True Repertory Theatre*

*The Commissioners discussed renewing the True Repertory Theatre group at the Community Center for a second showing. The first showing was well attended and was a positive activity for the community. VOTE: a motion was made by MaryAnn Freeman to continue True Repertory Theatre for a set of shows on March 31, April 1, 4 and 8, seconded by Robert Raleigh, all in favor.*

*Tree Lighting Issues*

*The Director made the Commissioners aware of some issues that arose during this year’s tree lighting event on the Town Green. There were violations of the conditions of use of the facilities that could potentially put the facility in jeopardy. The focus was on electrical, cleanliness & food safety concerns. The Director has corresponded with Kathleen Keegan (event coordinator) Town Administrator to require a wiring inspector sign off for the future events and health agent about food concerns*

*Eagle Scout Projects*

*The Director proposed a listing of potential Eagle Scout projects that could be listed on Recreation website that are in the interest of the community. The commissioners reviewed and discussed the list.*

*Correspondences*

*The Commissioners reviewed the January correspondences. VOTE: Robert Raleigh made a motion to accept the January correspondences, seconded by Ginger Comeau, all in favor.*

*Finance Review*

*The financial reports (revolving, town accounts and community center accounts) for the month were reviewed by the commissioners. VOTE: A motion was made by Ginger Comeau to accept the finance reports, seconded by Mary Ann Freeman, all in favor. VOTE: a motion was made by Robert Raleigh to authorize the expenditure of up to $2,300.00 for the construction of a swale at the center basketball courts, seconded by Mary Ann Freeman, all in favor.*

*Bylaw, Town Appointed Committee Policy and Open Meeting Law Guide*

*The Bylaw, Town Appointed Committee Policy and Open Meeting Law Guides were handed out and reviewed and discussed with the commissioners.*

*Adjournment*

*Motion to adjourn the meeting at 9:15 PM was made by Robert Raleigh and seconded by Mary Ann Freeman, all in favor.*

*Minutes recorded by Robert Raleigh*