

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

***Pembroke Recreation Commission***

***Minutes of the Meeting of October 11, 2017***

***Present: Robert Raleigh, Matt Norton, Linda Federico, Eric Hurt, Mary Ann Freeman, Ginger Comeau and Sue Roche (Director); Corey Penton (7:30PM).***

*Call to Order by Matt Norton at 7:00 PM*

*Minutes Review*

*The Commissioners reviewed the July meeting minutes. VOTE: A motion was made by Robert Raleigh and seconded by Linda Federico to accept the July minutes, all in favor.*

*DPW Meeting Overview*

*The Director gave an update on the meetings and interactions with DPW regarding the allocation of resources for the maintenance of town properties, in particular town green. The departments agreed to work on improving communications to avoid duplicative work. No action required from Commissioners. DPW Commissioner Jason Federico addressed Town Green concerns with Vetelino Landscaping Inc. David Vetelino submitted three proposals to improve Town Green. After the DPW meeting and the fact that an article would not be on the Fall Town Meeting for complete renovation, this issue is moot. The Director had the Town Green aerated and over-seeded last week by Natural Lawns of America our current maintenance provider.*

*Correspondences*

*The Commissioners reviewed the October correspondences. A proposal for the Dempsey memorial was reviewed and discussed by the Commissioners. The location at Mattakeeset Street Baseball Fields and George Dempsey Jr. will provide landscaping and treatment of the area, the proposal seemed acceptable to the Commissioners. VOTE: Mary Ann Freeman made a motion to accept the Dempsey proposal, seconded by Linda Federico, all in favor.*

*VOTE: The remaining correspondences were reviewed, Robert Raleigh made a motion to accept the June correspondences, seconded by Mary Ann Freeman, all in favor.*

*Finance Review*

*The financial reports (revolving, town accounts and community center accounts) for the month were reviewed by the commissioners. VOTE: The commissioners authorized the Director to appropriate \$3,375.00 from the Facilities Rental (#349) account to pay for the town green landscaping and maintenance to be*

performed by Natural Lawns, motion made by Robert Raleigh and seconded by Mary Ann Freeman, all in favor. VOTE: A motion was made by Linda Federico to allocate \$2,170.00 from the Park Maintenance Account to pay for the Women's Softball field maintenance, seconded by Cory Penta, all in favor. The Director presented an analysis of registration and program fees, the registration fees have not been increased in approximately 10 years and the departments' labor expenses have risen approximately 2% per annum, the director proposed increases to the registration fees that the commissioners reviewed and discussed. VOTE: A motion was made by Robert Raleigh to increase the participant registration fee to \$35.00 effective January 1, 2018, seconded by Linda Federico, all in favor.

VOTE: A motion was made by Robert Raleigh to accept the finance reports, seconded by Mary Ann Freeman, all in favor.

#### New Business

No new business discussed.

#### Adjournment

VOTE: Motion to adjourn the meeting at 8:38 PM was made by Robert Raleigh and seconded by Mary Ann Freeman, all in favor.

Minutes recorded by Robert Raleigh

Approved: January 9, 2018