**Town of Pembroke**

**Recreation Commission**

**100 Center Street**

**Pembroke, Ma. 02359**

**781-293-3249**

***Pembroke Recreation Commission***

***Minutes of the Meeting of July 18, 2017***

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

*Call to Order by Matt Norton at 7:19 PM*

*Minutes Review*

*The Commissioners reviewed the June meeting minutes. VOTE: A majority of the commissioners in attendance at the June Meeting voted to accept the June minutes. A motion was made by Linda Federico and seconded by Eric Hurt to accept the January minutes, all in favor (Matt Norton abstained).*

*Entertainment on the Green Donation for Carol Nourse from Dull Men’s Club*

*A representative from the Dull Men’s club (Frank Tobin) presented a check from the club for $100.00 to be donated to the Entertainment on the Green account to help support the Entertainment on the Green Program in memory of Carol Nourse. VOTE: A motion was made by Robert Raleigh to accept the conation from the Dull Men’s Club and allocate it to the Entertainment on the Green Account, seconded by Mary Ann Freeman, all in favor.*

*Mattakeessett Site Plan Review*

*The Commissioners and Director discussed the recommendation by Planning Board member Brian VanRiper to make a formal proposal to the Planning Board to close the Mattakeessett Baseball Field site plan as majority work will be completed once the entrance apron and island are completed. VOTE: A motion was made by Robert Raleigh to accept the recommendation to close the site plan, pending the completion of the apron and island on the street entrance, seconded by Mary Ann Freeman, all in favor.*

*Libby Short Basketball Court Update*

*The Director updated the commissioners on the status of the Libby Short Basketball and Tennis courts upgrades. The retaining wall, seating area and resurfacing are all complete. In the fall, hydro seeding and new benches for one of the basketball courts will be added.*

*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 Robert Raleigh to accept the finance reports, seconded by Linda Federico, all in favor. The commissioners also discussed the open amount owed to recreation from American Legion Baseball in the amount of $3,600.00 as a result of the Indoor Instructional Baseball Agreement by and between the Recreation Commission and American Legion Baseball dating back to 2013. After multiple attempts to recover the deficit, American Legion is unable to pay. VOTE: A motion was made by Eric Hurt to relieve the $3,600.00 deficit owed by American Legion, seconded by Mary Ann Freeman, all in favor.*

*Correspondences*

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

*New Business*

*The Director updated the Commissioners on a potential job description change between town departments which may result in Recreation laborers performing work on town green and at the Libby Short Courts which is now performed by DPW. The Commissioners and Director discussed the potential negative financial and workload impact on the department. The Commissioners directed the Director to send a letter outlining said issues to the Selectman prior to any final decisions being made by the Selectman or Wage and Personnel.*

*The next meeting will take place on August 8th.*

*Adjournment*

*VOTE: Motion to adjourn the meeting at 9:27 PM was made by Eric Hurt and seconded by Mary Ann Freeman, all in favor.*

*Minutes recorded by Robert Raleigh*