

*Town of Pembroke
Recreation Commission
100 Center Street
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Pembroke Recreation Commission

Meeting Minutes – September 8, 2015

Present: Susan Roche (Director), Linda Federico, MaryAnn Freeman, Matt Norton, Bryan Phillips, Ginger Comeau (7:20 PM)

7:20 PM Matt Norton called meeting to order

Community Center Field Design: : Last month Recreation contracted with Environmental Partners Group to survey the fields in hopes to that we could accommodated three 30x70 yards flag football fields and still be able to keep one of the baseball fields. Commissioners walked the lower fields prior to start of meeting to review layout. Sue Roche requested to call Damien (Flag Football President) to come and look at layout and to invite Ryan Trahan to come to next Pembroke Recreation Commission meeting to formalize design so Commission can request funds to complete and finalize plans.

Minutes of the August meeting: The minutes for August were reviewed. MaryAnn Freeman made a motion to approve minutes and seconded by Linda Federico; all in favor.

Correspondences: Commissioners reviewed the correspondences. The commission discussed the recommendation of Mike Buckley and Town Administrator to put an article on the town warrant regarding adding the Recreation Commission to the list of revolving funds. Vote: a motion was made by MaryAnn Freeman to accept the correspondences, seconded by Bryan Phillips, all in favor.

Financials: The financial reports (both revolving and town accounts) for the month were reviewed by the Commissioners. Vote: A motion was made by Linda Federico to accept the finances, seconded by MaryAnn Freeman, all in favor.

Mattakeesett Project: The original drainage project \$37,384.00, additional costs approved for HP Walkways was reduced from 10,057.50 to \$8,038.62. The walkways were not the correct depth as proposed which resulted in less material being used. Sue Roche authorized additional work adding rat guards at swales and the removal of shed footings to expend parking between field A & B. Funds with need to be authorized by Commissioners for additional work for Dandel and also for Environmental Partners, Sue is waiting on exact figures. There is an outstanding balance waiting approval from EPG plus 5% retainer being held until Sue Roche can observe area after rainstorm.

Sue Roche will attend Planning Board meeting (9/28) regarding the open site plan for Mattakeesett Street Ball Field; to request their support to install the two guardrails at the entrance to the complex.

Community Preservation Committee: Sue Roche updated Commissioners on approval of all five applications submitted to CPC. All applications will be on the town warrant for October town meeting. Matt Norton to attend Town Meeting to speak on behalf of articles presented. Matt Norton to be sworn in as CPC member and will attend CPC meeting on 9/24.

Retaining Walls at Basketball Courts: Electrician has been approved. Eagle Scout Nick Morrison's work can't progress until electrical box has been moved. Sue Roche to contact electrician to get project start date confirmed.

Community Center: has been bumped to Spring Town Meeting.

Adjournment: Motion to adjourn the meeting at 8:57PM was made by Ginger Comeau and seconded by Linda Federico, all in favor.

Minutes prepared by Ginger Comeau