

**PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting
January 24, 2022**

PRESENT: Cynthia Chaston, Christopher Gerstel, Michelle Geddes

ABSENT: Dina Hannigan, Bruce Williams

STAFF: Stacey Mulroy, Fabien Desrouleaux, Kristen Wright

Ms. Chaston called the meeting to order at 7:01PM.

1. Open Forum – Public Comment

None presented.

2. Chair's Update

Ms. Chaston stated that Ms. Wright, the Administrative Specialist for the Park and Recreation Department, has resigned her position for a promotional opportunity with Needham Department of Public Works. Ms. Chaston thanked Ms. Wright for the work she has performed for the department in her 8 years of service.

3. Director's Report

Ms. Mulroy reviewed the Director's report.

Regarding the update on Claxton field and the discussion of withdrawing the CPC funding application for the project, Ms. Geddes stated that this project is still a priority and that she does not want to see it indefinitely bypassed. Mr. Gerstel stated that he agrees that he does not want to see this project continually deferred and would like to take this time to focus on the entire facility. Ms. Geddes stated that perhaps the project could be downsized. There was a consensus that there is a need for a larger conversation to prioritize the important aspects of the project so it can move forward, and it was agreed that the project needs to move forward even if it is withdrawn from CPC funding this cycle.

Ms. Geddes made a motion to withdraw CPC funding application for the Claxton Field project. Mr. Gerstel seconded the motion and it passed 3-0.

Ms. Chaston asked about the departments decision to continue the partnership with the Bridges program. Ms. Mulroy stated that both the Park and Recreation team as well as the team from the School department that oversees the Bridges program to strengthen policies and protocols between the two teams and increase trainings that will support and benefit all programs that will be run through the Park and Recreation department.

4A. Fees

The Commission reviewed and discussed the presented fees for Spring programming.

Ms. Geddes made a motion to approve the Spring 2022 fees as presented. Mr. Gerstel seconded the motion and it passed 3-0.

4B. Capital Projects

No updates presented.

4C. CPC

Reviewed earlier in the meeting

4D. Playgrounds & Facilities

Ms. Mulroy discussed the current playground repair at Eliot and discussed the Facility Asset review that she and Ms. Wright have been working on.

5A. Special Event Approvals

Ms. Mulroy stated that Mark will be attending a March meeting to discuss the fee for the Memorial Day Tournament.

No other updates or approvals requested.

5B. Meeting Minutes

Mr. Gerstel made a motion to approve the meeting minutes from January 10, 2023. Ms. Geddes seconded the motion and it passed 3-0.

6. Topics for Future Meetings

- Storage Units
- Hiring for the Administrative Specialist

7. Issues Not Reasonably Anticipated by the Chair within 48 Hours

No presented.

8. Next Meetings

The Commission reviewed the next meeting dates. Ms. Chaston will not be present at the 2/14 meeting.

9. Adjournment of Business Meeting

Mr. Gerstel moved to adjourn the January 24, 2022, Park and Recreation Commission meeting at 8:12pm. Ms. Geddes seconded the motion and the meeting adjourned at 8:12pm.

Respectfully submitted,

Kristen Wright
Administrative Specialist