

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

**MINUTES OF MEETING  
June 22, 2009**

**PRESENT:** Cynthia J. Chaston, Chairman  
Brian S. Nadler, Vice-Chairman  
Christopher R. Dollase, Member  
Thomas M. Jacob, Member  
Philip V. Robey, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director

**GUESTS:** Mike Retzky, Project Coordinator, Needham Sports Council

The meeting convened at 7:03 PM in the Selectmen's Meeting Room at Town Hall.

1. **Minutes of Meetings of June 8:** Mr. Dollase made a motion to approve the minutes of the June 8 meeting. The motion was seconded by Mr. Nadler and the motion was unanimously approved.
2. **Financial Report:** None presented.
3. **Correspondence:**
  - A. **Conflict of Interest and Ethics Background Information:**
4. **Assistant Director's Report:** Ms. Peirce handed out an update of all of the Eagle Scout and Gold Star Scout projects that are being overseen by the Park and Recreation Commission. She gave an update on the summer program registration numbers. Kidzart, Totally Tennis, Pee Wee Tennis, Adult Tennis, Adult Golf Women's Tennis League, Mad Science All Day-All full. Cricketeer and Mini Evergreen have most weeks that are full and Sports Specialties and Outdoor Living have 1 or 2 weeks that are full at this time. All of the staff training sessions went very well.
5. **Discussion Items:**
  - A. **Director's Report:** Mr. Nadler asked about the Rosemary Pool revenue and how it compared to last year. Ms. Carey indicated the early bird sales were higher than last year but the cold rainy weather has slowed down the sale of pool passes.

- B. Summer Preparation Update:** The Rosemary Pool facility is ready, staff and volunteer trainings went very well.
- C. Field Scheduling Summit:** Discussed later in the meeting.
- D. Field Construction Update:** Mr. Mike Retsky noted the special permit requirements need to have a draft submitted and received by the Building Inspector but he is waiting to have Ryan Marsh from MUSCO review the draft prior to it being submitted to the Building Inspector. Mr. Retsky has created a punch list for the fields with input from Gale Associates and Parks and Forestry Superintendent Lance Remsen. The list will be given to RAD and hopefully completed by the end of July. Mr. Robey asked about some wet spots on the Memorial Park Field. Ms. Carey indicated that RAD recently came and re-fertilized those areas.
- C. Field Scheduling Field Scheduling Summit:** The Field Scheduling Summit will take place on July 13, 2009, location to be announced. The Summit will give the user groups an opportunity to share their experiences using the synthetic turf fields. Ms. Carey will invite the staff working group to attend the meeting. Mr. Jacobs asked if there should be some discussion regarding the priority of who gets to use the synthetic turf fields. Ms. Carey noted there should be a policy and the Memorial Park Trustees should be involved in the conversation. The number of lines on a field for different sports could help determine which sports can use the fields. Mr. Dollase suggested a field day for younger groups wanting to use the synthetic turf fields. The High School band will be looking for practice time at Memorial Park and Junior Football may be interested in holding evening games or practices under the lights. Ms. Carey will send out notices to all the user groups to invite them to the Field Scheduling Summit.
- E. Community Preservation Act Legislation:** The Community Preservation Committee met last week to discuss Community Preservation Act legislation. Each Commissioner received a copy of the Summary of an Act to Sustain Community Preservation –SB90. The 3 main points of the proposed legislation are: 1) Ensure Lasting Success, 2) Broaden CPA Participation, 3) Clarify Allowable Uses to Promote Sustainable Communities. The Community Preservation Committee is drafting a letter to Representatives Lida Harkins and Scott Brown. The Park and Recreation Commissioners will review the CPC letter and if in agreement a letter of endorsement will be sent to support the legislation amendments.
- F. Skate Park Request Information:** Ms. Carey met with Needham High School teachers and students to discuss the possibility of building a skate park in Needham. Ms. Carey reviewed past efforts to build a skate park in Needham and her extensive research on skateboard parks. She suggested

starting a skateboard club at the High School to travel to skate parks in the area to see what works and what doesn't work. Ms. Carey offered the help of Assistant Director Karen Peirce to research some skateboard parks and possibly offer some field trips during the school year, similar to the Nashoba Valley Ski Program providing transportation and chaperones. She will also assist in helping the students start a skateboard club.

- G. Town By-Law: Dogs:** The Park and Recreation Commission will be observing the Selectmen's process for goal setting which will include dog regulations. Town Manager Kate Fitzpatrick is in the process of setting up a meeting with Ms. Carey, the School Superintendent, Parks and Forestry Superintendent, Town Clerk, Police Chief and Health Department Director to discuss dog regulations.
- H. Commission Important Issues:** Mr. Nadler presented a list of Park and Recreation Important issues in a new format. Mr. Nadler created the new format to help each Commissioner focus on a particular area that can be reported on at Commission meetings. Mr. Dollase noted it would help the Commissioners become more involved with outside groups. Mr. Jacobs indicated he thought adding the Commissioners report to the agenda is a good idea. Mr. Robey would like to note that the Director and Assistant Director should also remain in the loop on all issues. Mr. Nadler would like to see each elected official be informed of the impact Park and Recreation has on the Citizens of Needham and the revenue generated by the department. The Commissioners agreed to add Commissioners report to the agenda and try the new format as presented by Mr. Nadler.
- I. Other Business:** Ms. Carey reviewed the Board of Health Resolution that was received this afternoon. There were questions regarding the resolution. Ms. Carey will find out more information about the Resolution and report back to the Commission at a future meeting. Mrs. Chaston shared a letter to the Editor from the Chairman of the Board of Health and the President of the Needham Exchange Club regarding the fireworks on the 3<sup>rd</sup> of July and the precautions to take while on the synthetic turf fields at Memorial Park. Ms. Carey will share the letter with the Memorial Park Trustees. Ms. Carey is meeting with staff from Channel 5 Chronicle to highlight what to do during thunder and lightning on fields. Mrs. Chaston thanked all of the Commissioners for their support this past year during her term as Chairperson.

**6. Action Items:**

- A. Athletic Field Lights Advisory Committee:** Mr. Nadler made a motion to create an ad hoc Athletic Fields/lights Advisory Council made up of 11 to be determined stakeholders. Mr. Jacobs seconded the motion. Mr. Nadler would like to have a group in place to address issues regarding athletic field lights at the ZBA meeting in December. Mr. Robey suggested waiting until after the July Field Scheduling Summit to hear what others are saying about the lights and then a purpose should be developed and stated in writing prior to making a motion. Mr. Nadler presented the motion because he feels there is a sense of urgency to have information prior to the December ZBA meeting. Mrs. Chaston was reluctant to vote on the motion tonight as she feels more discussion is necessary prior to making a decision. Mr. Nadler withdrew the motion without prejudice.
- B. Executive Session: Exception 6- To consider Purchase, Exchange, Lease or Value of Real Property:** Mr. Dollase made a motion to move into Executive Session to consider the purchase, exchange, lease or value of real property and to adjourn the regular session so that the Commission will not return into Open Session. Mr. Robey seconded the motion. There was a roll call vote and the motion was approved. Mrs. Chaston –yes, Mr. Nadler- yes, Mr. Dollase-yes, Mr. Jacobs-yes, Mr. Robey-yes.

**7. Adjournment:** The meeting adjourned at 9:41PM to go into Executive Session.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS  
Assistant Director