

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

DIRECTOR'S REPORT

August 7, 2009

*Background notes for Monday, August 10th
Park and Recreation Commission Agenda*

SUMMER STAFF APPRECIATION

The Park and Recreation Commission's annual party to thank the staff members who've worked all summer at the programs and the pool will be on Monday following the Commission's meeting.

END OF SUMMER

The summer programs will end on Thursday, August 13th and they'll clean up and be out of all the sites on Friday, August 14th. The pool remains open until Friday, August 28th. Some of the pool staff will be heading back to college before the pool closes, but we'll do our best to remain fully open until the last day. For many years, we've closed at 5:30 PM for the final week, which helps the staff members who need to get ready for school, and is a more manageable schedule. Despite some crazy weather days, it has been a very good summer for many participants, pool patrons and staff members!

The final Arts in the Parks concert for the summer will be on Thursday, August 13 at 7 PM at Memorial Park. *The Reminisants* are a long-time Needham favorite, and just recently performed at the Exchange Club's July 3rd celebration. The Exchange Club is the financial donor for this concert, so I've also sent the President Jerry Wasserman a reminder so that Exchange Club members can be invited to just come and have fun – and not work!

COMMUNITY PRESERVATION LEGISLATION

The Community Preservation Committee will host a meeting with Stuart Saginor, the Executive Director of the Community Preservation Coalition on Wednesday, August 19 at 7:30 PM at the Needham Historical Society. The discussion will primarily be related to the proposed amendments to the CPA legislation.

TOWN HALL MOVE

Many offices have been working on cleaning out old paperwork stored in their offices. The state is helping with the determination on what is required to be kept and what can be shredded. There are extra bins throughout the building that are taken out by a shredding company. Our office hasn't had much time to work on cleaning, but started some of it over the winter and will get back to it as summer comes to an end. Much of the summer storage that typically goes to the Town Hall attic will be stored at the pool or Cricket building so we can get much of our materials cleaned out.

TREE PLANTINGS

The PPBC will be planting some trees in areas that border wetlands to replicate some of the trees that were removed during the High Rock School renovation project within the 50 foot wetlands zone. I'm working with other department managers to try and find areas that meet the criteria.

MILLS TENNIS COURT BIDS

Bids are due back to DPW on August 13th. I attended a pre-bid meeting on August 5 with two potential bidders. As of this morning, six companies had requested bid packages. The repair of the crack at the Newman courts is included in the package.

TRAINING

Though you hear more from us about training issues related to the summer staff in June, training continues throughout the summer. Karen meets with the recreation supervisors and program directors every Tuesday for regular discussions, and "as needed" training is done throughout each week. Karen works with the pool supervisors to have regular training sessions at the pool at noon time, between lessons and general swim. We also share topical information with them. As an example, there was a near drowning in a Boston pool earlier this week. That information was shared, as well as some of the perception comments that came later in the week from the family. We would like the staff to understand how important it is to stress safety, even though it's sometimes easier to let something slip by to avoid getting rude comments from swimmers or parents.

UPCOMING COMMISSION MEETINGS

Monday, August 17 at 7:30 PM at DeFazio – joint public hearing with Trustees of Memorial Park re: Spring use of athletic field lights at DeFazio Park and Memorial Park

Wednesday, August 19 at 7:30 PM at Historical Society – the Commission has been invited to attend the Community Preservation Committee's meeting and a discussion on the proposed amended language to the CPA legislation.

Monday, August 24 at 7:00 PM at Town Hall – regular business meeting

Monday, September 14 at 7:00 PM at Town Hall – regular business meeting

The Commission's next scheduled meeting would be on Monday, September 28, which is Yom Kippur, so an alternate meeting date should be chosen.

The Commission's first meeting in October would be on Monday, October 12, which is Columbus Day, so an alternate meeting date should be chosen.

FINANCIAL REPORTS

The Commission has received the March 2009 and April 2009 reports. It will take a bit longer for Nikki to go through the May and June information, as that is all work that was done while she was on maternity leave – though Nicole did a great job keeping up with

all the reporting! The July report will be reformatted to match the budget. A few years ago, we were asked to submit a budget without all the divisions (Administration, Pool, Programs...) but the accounting system still kept them separate. This year, the final transition will be made.

NEWMAN FIELDS

Weston & Sampson is putting together an initial estimate for the renovation of the Newman athletic fields. The proposed project would add appropriate fill to raise the height of the fields and provide proper drainage into the adjacent wetlands. It is a similar process to the one done at the DeFazio South fields. The estimate will be presented to the Selectmen at their meeting on Tuesday night.
