

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

DIRECTOR'S REPORT

August 20, 2009

*Background notes for Monday, August 24th
Park and Recreation Commission Agenda*

END OF SUMMER

The summer programs had a successful end to the season last week, and the pool is gearing up for its closing on August 28th. We've lost some staff to college so we are working, on a daily basis, to insure we have enough staff on duty. During the week of August 24-28, the pool closes at 5:30 PM each day which helps with scheduling. Next week's weather also is anticipated to be cooler than this past week, so that will also help. The staff has truly worked hard during these high temperature days! We'll do our best to make it until 7:45 PM through Sunday!

Special congratulations to long-time pool patron Ray Brady. He is at the pool just about every day that we are open swimming laps – always 1.5 miles. This past week, he had accumulated 3,000 miles of laps over more than 30 years of swimming at Rosemary Pool.

Special thanks to Nicole and Karen for all the extra work done over the summer, and for Nikki jumping right back into the workload after returning from maternity leave in July.

FIELD SCHEDULING PRIORITIES

Commissioner Tom Jacob will not be able to attend this week's Commission meeting, but the two of us will meet prior to the first September meeting to review issues related to field scheduling. We'll put together some discussion items to consider for refining the scheduling priorities.

TENNIS COURTS

The DPW Engineering has completed its review of the six bids that came in for renovating the Mills Field Tennis courts and is recommending awarding the contract to the low bidder Sunshine Paving. They had solid references, including from some companies that DPW Engineering has dealt with in the past. The subcontractor for the finish work is Vermont Tennis, who has done great work for us in the past. The project, which includes repairing the crack at Newman, came in just under bid. The work will be scheduled once all the contract work is completed!

The PPBC had the contractor do some renovations to the new High School courts, but didn't put up any signs or notify our department or the High School. We found out from angry residents who couldn't use the locked courts! The repair work is done and the courts are back in use.

NEWMAN FIELDS

The initial rough estimate for renovating the fields behind the Newman School is in the range of \$1.2 – 1.4 million. I'm working with other department managers and Weston & Sampson to refine the estimate, which is based on rebuilding two 60 foot diamonds with grass infields and a full-sized multi-purpose field.

BUBBLERS

DPW Water/Sewer is helping set the concrete pads and water connections for the new bubblers and Public Facilities will install the new bubblers. There might be some missing bubblers during the conversion for a short time! Because we lost the bubbler at DeFazio, we are putting one of the new bubblers at this park, near the Pavilion. Greene's Field originally had 3, but we'll reduce that number in order to accommodate other needs that have come up since the bubblers were originally purchased. Both of these departments normally have busy workloads at this time of year, but have been held up on some tasks due to procurement issues, so Park and Recreation is benefiting from the procurement delays!

UPCOMING COMMISSION MEETINGS

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.

FALL BROCHURE

The brochure is at the printers and due back on Monday and will quickly be prepped to go to the Post Office. It will be posted on the website early next week and on-line registration will begin on August 31st.

JUNE FINANCIAL REPORT

I had hoped to have the June 2009 financial report to you for this meeting, but because Nikki and I haven't had enough time to review all the information, I'll wait until the first September meeting. We are also working on a revised version of the report for the new fiscal year. The number of purchase orders we need to do ahead of time has increased this year, so we need to create a format that provides an appropriate comparison.
