

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

Minutes of Meeting

November 14, 2022

Attended: Chris Gerstel, Cynthia Chaston, Frederica Lalonde, Michelle Geddes

Absent: Dina Hannigan

Staff: Stacey Mulroy, Derek Moreau

Guests: Barbara Moss, Karen Walker, Tatiana Swanson, and **Participant(s) from Zoom (2)**

Call to Order (CTO)

Mr. Gerstel called the meeting to order at 7:00pm on November 14, 2022.

1. (NCOD)

Needham Commission on Disabilities

- Survey (for the Public)
 - 3 / 4 Questions
 - What equipment is missing?
 - Which locations?
 - Attached or detached from playground?
- ADA updates for playgrounds

Directors Comment: There have been requests for ADA accessibility by the public for all playgrounds.

2. Open Forum

None Presented

3. Chair's Update

None present.

4. Director's Report

Park and Recreation Director Stacey Mulroy

4a. Programs

- Pumpkin Decorating

- All Sessions (5): 74 Registrations
- Spooky walk
 - 570 Registrations (not including day of)
- Turkey Hunt
 - 70 Registrations
- Gingerbread House Decorating
 - 22 Registrations so far

4b. Rosemary Pools

- Pools have been Closed and Winterized
- Bathrooms and locker rooms have been closed and winterized
- Still need to store all equipment

4c. Fields and Facilities

- DeFazio Complex
 - Winterized and Closed
- Mill's Bathroom
 - Winterized and Closed
- Tennis courts at NHS
 - Continuing to work on the Bid Packet

4d. Staffing

- 17 Applicants for Assistant Director
 - 11 Screening Interviews (scheduled)
 - After the screening interview zoom call will be made for everyone that moves on In the process.

5. Additional Discussion Items

5a. Commission Goals

- Updated Goals and Prioritized
- Update calendar goals in Feb/July
- Policy Updates
- Commission Liaison Update

5b. Field Fees and Field Summit

- None Presented.
- Update in January

5c. Capital Project

- Budget is being updated and completed
- DeFazio should go to CPC instead

5d. CPC

- Dina Hannigan is being sworn in

5e. Playgrounds and Facilities

- Playground Newsletter
 - Updates
 - Construction
- Playgrounds: Hours/Seasons
- Greene's Field Pour-in-place
 - Discussions over keeping the playground closed or open as immediately as possible.
- Park Ranger Update
- DeFazio Parking Lot
 - Possible fees increase for Police detail

6. Action Items & Approvals

Blue Tree Lighting

Motion – Cynthia Chaston
2nd – Michelle Geddes
4-0 Unanimous

Meeting Minutes – October 26, 2022

Motion – Cynthia Chaston
2nd – Frederica Lalonde
4-0 Unanimous

7. Topics For Future Meetings

- Signage by DeFazio
- Active Recreation Group
- Field Summit
- Field Fees

8. Issues Not Reasonably Anticipated

None Presented

9. Next Meetings

- Monday November 28, 2022
- Monday December 12, 2022
- Monday January 9, 2023

10. Adjournment of Business Meeting

Motion – Cynthia Chaston

2nd – Michelle Geddes

4-0 Unanimous

Meeting Adjourned at 8:44pm on November 14, 2022

Respectfully Submitted.

Derek Moreau Jr.

Administrative Specialist