

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

DIRECTOR'S REPORT

October 2, 2009

*Background notes for Monday, October 5th
Park and Recreation Commission Agenda*

CONFERENCES

Reminder: I'll be attending the National Recreation and Park Association's annual conference in Salt Lake City and will be out of the office from October 9 – 16. At the end of October, Karen and I will be attending the Massachusetts Recreation and Park Association's 25th annual conference in Worcester.

NEEDHAM SPORTS COUNCIL DEDICATION

The Needham Sports Council has scheduled the dedication of DeFazio Park's new fields on Saturday, October 24th at 9 AM. They will be sending invitations to the low-key event that will highlight the naming of fields, those previously recognized at DeFazio, those who donated to the Fields of Dreams, and those who worked on some aspect of the project.

PARKING LOT LIGHTS

It is hoped that the Town's electrician will be able to install parking lot lights at DeFazio by October 9th. He has had some other urgent projects at schools and the Water Treatment Plant, but believes he will be able to coordinate this work next week. There will be some lights coming through the path from DPW as the DeFazio parking lot is currently needed to be used for some of the staff parking from DPW and from PSAB until Town Hall staff return to their newly renovated building. There will also be a light located near the Carleton Pavilion.

MILLS FIELD TENNIS COURTS

The pavement is still in the curing stage, and the recent rain has helped. The permanent fence was being installed this week, and it is hoped that the special surface will start to go down on Monday. If the weather conditions cooperate, all work would be done by October 9th.

UPCOMING MEETINGS/EVENTS

Community Preservation Committee Joint Public Hearing with Board of Selectmen on fall funding request – *Tuesday, October 13 at 7 PM @ Town Hall*

Selectmen's Summit on Community Preservation – *Wednesday, October 21 at 7 PM @ Broadmeadow Performance Center*

DeFazio Dedication – *Saturday, October 24 at 9 AM @ DeFazio*

Spooky Walk – *Saturday, October 24 at 11 AM @ Town Common*

Special Town Meeting – *Monday, November 2 at 7:30 PM @ Newman School*

BOOSTER CLUB CHRISTMAS TREE SALES

The annual request for this event was delivered, today, from one of the new coordinators. I am sending it along with last year's approval, so that the Commission can review the details that are important in considering the request.

BIKE RACKS

I am compiling requests from other department managers and principals to put together an order for the bike racks from the state grant. The bike committee had hoped to help with an inventory over the summer, but was not able to complete that task. I still need to work out how the racks will get installed, and how that will be funded. Last night, I attended the Commissioners of Trust Fund meeting. They didn't have an official quorum the last time I met with them, and now have a new member, so I got the official vote to utilize the Park and Recreation Trust Fund for the purchase of the racks, and to then have the 100% reimbursement be put back in the Trust Fund.

PSAB = Public Services Administration Building

The interior of the new building is progressing and Town Hall employees will be visiting the office space for the first time in mid-October. Those of us who are moving in permanently will have some additional time scheduled to view our new office space. We are still slowly working towards the cleaning up of papers and materials before the move. IT has begun the work needed to move the center of the Town's technology network over to PSAB – all Town departments, including the School Department rely on this network, so it is a vital part of the moving process. It is still anticipated that the move to PSAB will occur over the long weekend in February that leads into the school February vacation.
