

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

Minutes of Meeting

November 28, 2022

Attended: Cynthia Chaston, Frederica Lalonde, Michelle Geddes Dina Hannigan

Absent: Chris Gerstel

Staff: Stacey Mulroy, Derek Moreau

Guests:

Call to Order (CTO)

Miss Geddes called the meeting to order at 7:02pm on November 28, 2022.

1. Open Forum

None Present

2. Chair's Update

None presented

3. Director's Report

Park and Recreation Director Stacey Mulroy

4a. Programs

- Gingerbread House Decorating
 - 26 Registrations so far
 - Session 1: 19
 - Session 2: 0
 - Session 3: 7
- Winter/Spring Brochure will be posted within 1-2 weeks

4b. Fields and Facilities

- All grass fields have been closed
- Trash barrels have been removed from all fields

4c. Staffing

- The screening calls for the Assistant Director position will start on Monday 11/28.
- First-round interviews starting in early December
- We are still looking for staff/volunteers for various programs & events
- Holiday staff party on Wednesday 12/28/2022

Commission Comment: Cynthia Chaston asked if we could move up the time, we start marketing summer programs?

Director's Comment: Yes, we believe with the new timeline of programs we should be able to release news sooner.

4. Additional Discussion Items

5a. Commission Goals

- Goals are in draft form

Commission Goals - Adopted as Presented

Motion – Cynthia Chaston

2nd – Dina Hannigan

4-0 Unanimous

5b. Field Summit Agenda

- In-depth Agenda
 - Parking
 - Traffic at DeFazio
 - Trash
 - New Park Ranger
 - Booking Fields
 - Field Fee

5c. Active Recreation Group

- Assistant Town Manager is waiting for confirmation
 - Select Board will decide and appoint
- Active Rec Group
 - Tennis
 - Skate Park
 - Dog Park

5d & 5e. Capital Project

- Greene's resurfacing is finished
 - 2nd company came to test the pour-in-place
 - Waiting on the letter
- CPC – (application due Thursday December 1, 2022)
 - Claxton
 - DeFazio -Tot lot
- Capital
 - McLeod

5f. Playgrounds and Facilities

- Skatepark will be taken down
- Will be ordering a new pop up skatepark
- The tennis courts will be closed as soon as Ed's team is ready
- Pickleball discussion (policy infractions)
 - Tournament was held this past weekend (Scheduled Event)
 - Participation of Non-residents
 - Participants without Court badges

5. Action Items & Approvals

Meeting Minutes – November 14, 2022

Motion – Cynthia Chaston

2nd – Frederica Lalonde

3-0 Unanimous (1 abstained)

6. Topics For Future Meetings

- (Draft)- Field Summit
- CPC Application

7. Issues Not Reasonably Anticipated

None Presented

8. Next Meetings

- Monday December 12, 2022
- Monday January 9, 2023
- Monday January 23, 2023
- Monday February 13, 2023

9. Adjournment of Business Meeting

Motion – Cynthia Chaston

2nd – Michelle Geddes

4-0 Unanimous

Meeting Adjourned at 8:12pm on November 28, 2022

Respectfully Submitted.

Derek Moreau Jr.

Administrative Specialist