

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

**MINUTES OF MEETING  
October 5, 2009**

- PRESENT:** Brian S. Nadler, Chairman  
Philip V. Robey, Vice-Chairman  
Cynthia J. Chaston, Member  
Thomas M. Jacob, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director
- ABSENT:** Christopher R. Dollase, Member
- GUESTS:** Mike Retzky, Project Coordinator, Needham Sports Council

The meeting convened at 7:00 PM in the Newman School Conference Room.

1. **Minutes of Meeting of September 21, 2009:** Mrs. Chaston made a motion to approve the minutes of the September 21, 2009 meeting. Mr. Jacob seconded the motion and the motion was approved
2. **Financial Report:** None Presented. Ms. Carey indicated Louise Miller has been hired to be the Assistant Procurement Officer. She will begin next week.
3. **Correspondence:** None Presented.
4. **Assistant Director's Report:** Ms. Peirce reported that the golf and tennis programs are winding up and ice skating and other programs will begin soon
5. **Discussion Items:**
  - A. **Director's Report:** Written report submitted prior to the meeting. Ms. Carey reported that the fences are up at the Mills tennis courts and painting will begin shortly, weather permitting..
  - B. **Field Construction Update:** Mr. Retzky announced that RAD reported a completion date of October 19, 2009 for DeFazio Park. RAD is currently excavating around the dugouts and scoreboard at Memorial Park for the Building Inspector to sign off on the footings. The last phase of the permit process is to be finalized and signed by the Building Department. MUSCO is scheduled to come and test the lights at DeFazio Park on November 9, 2009. Testing can only be done if the ground is dry and there is no snow on the ground. Mr. Retzky

mentioned the swale near the 1<sup>st</sup> base dugout at Memorial Park that is puddling. He will talk to RAD about the problem. Ms. Carey reported that she will be meeting with the Town Engineer and the Parks and Forestry Superintendent to discuss the Small Field renovation and storage area at DeFazio Park. A storage shed is to be placed near the current electrical shed near the parking lot. The exact location has not been determined at this time. Mr. Nadler suggested the Commissioners see the plans for the building and its location for approval at a future Commission meeting.

**C. Preparation for December ZBA Meeting:** Ms. Carey reviewed items necessary to prepare for the ZBA Hearing to be held on Thursday, December 17, 2009. Another public hearing will be needed in early December prior to December 17<sup>th</sup>. Any changes recommended to the lights permit should be recommended at this time. The Commissioners realize that turning lights off at 9:00PM is a compromise even though baseball has difficulty completing 2 games prior to 9:00PM.

**D. Field Scheduling Priorities:** Discussed later in the meeting.

**E. Athletic Field Lights Advisory Committee:** The first Field Lights Advisory Committee meeting was held on October 1, 2009. The appointed members are John Gallelo- Memorial Park Trustee  
Tom Jacob – Park and Recreation Commission  
Micah Hauben- H. S. Athletic Director  
Scott Brightman- At large member  
Mark Miskin- Sports Council  
Paul Kelly- DeFazio Neighbor  
Bob Gelinis- Memorial Park Neighbor  
Mr. Brightman was voted as the Chairman of the Committee and Mr. Jacob was voted as the Secretary. Mr. Jacob reported Mr. Kelly and Mr. Gelinis will be meeting with the DeFazio and Memorial Park neighbors to find out if there are any issues regarding the lights or sound amplification and will report at the next Field Lights Advisory Committee Meeting on October 19, 2009.

**D. Field Scheduling Priorities:** Ms. Carey shared the field scheduling dilemma of using the fields to the extent that they can while maintaining them to keep them in good shape. Spring scheduling is going to be very difficult. She will be working closely with the H. S. Athletic Director Micah Hauben to see what he will be requesting for field space. Mr. Jacob suggested having the Field Summit Meeting be more proactive and have some of the tough decisions made at the Summit. Mr. Nadler asked about altering the policy to eliminate scheduling priorities on weekends to leave it more open. He suggested the Park and Recreation Commission reserve the right to make changes to the field scheduling priority order as deemed necessary. Ms. Carey suggested the Commissioners create a mission statement regarding field scheduling.

**F. Park Signs:** Mr. Jacob presented a few photos of signage from other communities. He shared them along with a current sign at DeFazio Park. Ms. Carey noted that no sign will keep people from doing what they want to do. It is more of an educational problem than a signage problem. Although there is a great concern regarding dogs on the fields it would be prudent to wait a year before putting up signs to see if an educational approach will be helpful.

**G. Newman Renovation Update:** Ms. Carey reported that the Newman Fields will not be a part of the Newman School renovation project. Mr. Robey will speak to PPBC member George Kent to suggest the tennis courts not be harmed during the construction and that the fields should be returned to the Town in the same or better condition at the completion of the school construction. The Newman Fields renovation is on the Park and Recreation, Board of Selectmen and Town Manager's lists of goals. It is also possible to talk to the Community Preservation Coalition to see if any part of the Newman project is eligible for CPA funding.

**H. Senior Center Update:** Currently the Senior Center Committee is focusing on the Presbyterian Church to see if it is a feasible location for the Senior Center.

**I. Special Town Meeting Update:** The Board of Selectmen have 2 articles to purchase 2 parcels of land on Carroll Street adjacent to Conservation Commission land. The parcels would allow a connection to the Eastman Conservation area behind the Newman School.

**J. Commission Important Issues: Mr. Robey; Other reports as necessary:** Mr. Robey contacted the Chairman of the Finance Committee Lisa Zappala to let her know that he is the Park and Recreation Commission Finance Committee liaison. Mr. Nadler attended the Senior Center Exploratory Committee meeting on September 22, 2009. He also asked about the synthetic turf field testing results from the Health Department. Ms. Carey will contact the Director of the Health Department and report at the next Commission meeting.

**K. Other Business:** Mr. Jacob noted that the gate at DeFazio has been locked and it will need to be unlocked. Ms. Carey will follow up.

## 6. Action Items:

**A. Policy Change: Open Synthetic Multipurpose Fields for Summer Use:** Mr. Jacob made a motion to revise the policy for scheduling multi-purpose fields in the summer to state "Natural turf multi-purpose fields will be closed for use from July 1 through August 31 to allow for field maintenance and resting. A majority vote of the Park and Recreation Commission is required to open a field. Needham High School athletics will be provided space for MIAA authorized preseason practices prior to August 31." Mrs. Chaston seconded the motion and the motion was approved.

**B. FY 2011 Capital Budget Requests:** Ms. Carey reported that there would not be much money appropriated in FY 2011 to fund capital projects.. There will be a placeholder for Community Preservation money to purchase land if it becomes available. Mr. Jacob made a motion to support the FY2011 Capital Budget requests as recommended by the Director. Mr. Robey seconded the motion and the motion was approved. Mr. Nadler asked about replacing the fit trail at Ridge Hill. He suggested the Conservation Commission take over this project since Ridge Hill is under Conservation Commission jurisdiction. Ms. Carey suggested adding some fit trail components at DeFazio and Memorial Parks. Ms. Carey indicated her priority is to remove the Greene's Field Playground structure.

**C. Booster Club Christmas Tree Sales:** Ms. Carey shared a letter from the Needham Booster Club requesting use of Claxton Field for the sale of Christmas Trees. Mr. Jacob made a motion to approve the request to sell Christmas Trees at Claxton Field from the Booster Club for 2009 under the rules set forth by the Director of Park and Recreation. Mr. Robey seconded the motion and the motion was approved.

7. **Adjournment:** Mrs. Chaston made a motion to adjourn the meeting at 9:45PM. The motion was seconded by Mr. Jacob and the meeting adjourned at 9:45PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS  
Assistant Director