

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

Minutes of Meeting

February 13, 2023

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

Absent:

Staff: Stacey Mulroy, Derek Moreau

Guests: J. Douglas

Call to Order (CTO)

Mr. Gerstel called the meeting to order at 7:30pm on February 13, 2023.

1. Open Forum

None present.

2. Chair's Update

None presented.

3. Director's Report

Park and Recreation Director Stacey Mulroy

3a. Programs & Events

- February Break programs begin next week.

3b. Fields and Facilities

- The Fundraising boards from Greene's have been delivered.
- Claxton meeting will take place on Wednesday, February 15 at 5:30pm

3c. Staffing

- Assistant Director
 - Second round of interviews has concluded.
- Summer Staffing
 - Pools
 - Supervisor
 - Assistant Supervisor
 - WSI
 - Lifeguard

- Maintenance
 - Booth Attendant
- Program/Camps
 - Assistant Supervisor
 - Site Supervisor
 - Specialist
 - Group Leader
 - Counselor
- Volunteers
 - Always looking for volunteers and/or interns for the department

4. Additional Discussion Items

4a. Active Recreation Working Group Update

None Presented.

4b. Commission Policies

Field User Manual Updates

4c. Field Summit

DeFazio Parking needs focus

4d. Capital Project

Claxton updates will be announced at the meeting on February 15, 2023

4e. Playgrounds and Facilities

Received quote for Eliot.

5. Action Items & Approvals

5a. Special Events

Event: Parent Talk – Approved by Director

Event: Spring Coaches Meeting

Motion – Cynthia Chaston

2nd – Frederica Lalonde

4-0 (1 Abstained)

Event: NYB&S Opening Day Event

Motion – Dina Hannigan

2nd – Cynthia Chaston

4-0 (1 Abstained)

Event: SWEC vs. Eliot Annual Kickball Game

Motion – Dina Hannigan
2nd – Cynthia Chaton
5-0 unanimous

Event: School Field Day

Motion – Michelle Geddes
2nd – Frederica Lalonde
5-0 unanimous

Event: Lacrosse Clinic - Pending further meeting information

Event: Eliot Picnic

Motion – Michelle Geddes
2nd – Cynthia Chaston
5-0 unanimous

Event: 4th of July Celebration

Motion – Frederica Lalonde or Dina Hanniagn
2nd –Michelle Geddes
4-0 (1 Abstained)

Summer Events have been postponed until a further meeting.

5b. Fee Approvals

Fee: Spring

Motion – Cynthia Chaston
2nd – Dina Hannigan
5-0 unanimous

Fee: Summer

Motion – Cynthia Chaston
2nd – Dina Hannigan
5-0 unanimous

5.c Meeting Minutes

Meeting Minutes –January 23, 2022

Motion – Cynthia Chaston
2nd – Frederica Lalonde
5-0 unanimous

6. Topics For Future Meetings

- Pool Fees

- Invoicing

7. Issues Not Reasonably Anticipated

None Presented

8. Next Meetings

- Monday February 27, 2023
- Monday March 13, 2023
- Monday March 27, 2023

9. Adjournment of Business Meeting

Motion – Cynthia Chaston

2nd – Frederica Lalonde

5-0 Unanimous

Meeting Adjourned at 8:38pm on February 13, 2023

Respectfully Submitted.

Derek Moreau Jr.

Administrative Specialist