

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

**MINUTES OF MEETING
October 26, 2009**

PRESENT: Brian S. Nadler, Chairman
Philip V. Robey, Vice-Chairman
Cynthia J. Chaston, Member
Christopher R. Dollase, Member
Thomas M. Jacob, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director

GUESTS: Mike Retzky, Project Coordinator, Needham Sports Council
Bob Cohen, Resident

The meeting convened at 7:02 PM in the Selectmen's meeting room located in the Needham Town Hall.

1. **Minutes of Meeting of October 5, 2009:** Mrs. Chaston made a motion to approve the minutes of the October 5, 2009 meeting. Mr. Jacob seconded the motion and the motion was approved
2. **Financial Report:** None Presented.
3. **Correspondence:** None Presented.
4. **Assistant Director's Report:** Ms. Peirce reported that the Spooky Walk was postponed due to bad weather. It will be held on the morning of Halloween, October 31st. She is currently working on the Winter/Spring Brochure and will have recommended fees at the next meeting. She has met with Parent Talk about using their facility in Dover for a music program for young children and is waiting to hear back from them. The goal is to have a program begin in January. She has met with Ben Kerrigan about the Skate Boarding ideas. She will contact Andover Park and Recreation to find out how they organized their Skate Boarding special event. An Eagle Scout and a Gold Star girl scout are proposing to do trail projects at Ridge Hill. Kristen Phelps from the Conservation Commission will supervise the projects.
5. **Discussion Items:**
 - A. **Director's Report:** Written report submitted prior to the meeting. Ms. Carey gave an update on the upcoming DeFazio Park Dedication to be held on October 24th. She also noted she will attend the Basketball Summit with Public Facilities staff and user group representatives on October 27th.

B. Field Construction Update: Mr. Retsky announced that there are a few minor issues with the building permit and RAD will submit the necessary information to the Building Department. The design for metal handrails to be installed in the dugouts at Memorial Park will be available next week. Light testing at DeFazio and Memorial Parks will be held on November 9th. The Parks and Forestry Superintendent Lance Remsen is handling the lighting at the track to reduce the wattage and change the light direction. There is a swale at DeFazio Park that needs to be fixed. There is also some puddling at Memorial Park on the sidewalk. Once everything is completed the Sports Council can sign over the license to the Town of Needham. Mr. Nadler, Ms. Carey, Parks and Forestry Superintendent Lance Remsen, High School Athletic Director Micah Hauben and Memorial Park Trustee Dave DiCicco will meet to discuss field needs and a field improvement wish list. The parking lot lights at DeFazio will be installed upon delivery. Bubblers will be installed at DeFazio Park also.

C. Storage Building at DeFazio: Ms. Carey and Parks and Forestry Superintendent Lance Remsen have met with the Town Engineer Tony DelGaizo to discuss the storage building at DeFazio Park. A 20 ft by 40 ft building will fit near the Carleton Pavilion and another storage building 20 ft by 40 ft could be located near the tot lot. Both locations have access to electricity. Ms. Carey also noted the Public Facilities Department will finalize the fence contract next week which will include fencing at Asa Small Diamond located at DeFazio Park.

D. Athletic Field Lights Advisory Committee: Mr. Jacob reported that the Field Lights Advisory Committee suggested that the 3 poles closest to the DeFazio Park neighborhood be the major focus of the light testing on the evening of November 9th. The committee members are polling the neighbors to get information regarding direct and indirect field light concerns. The committee will put together a list of primary light issues and any other secondary issues to review. The next meeting will be held on November 1, 2009. Ms. Carey reported that Summary Results for Crumb Rubber Monitoring by the Health Department found no major concerns. Mr. Jacob will attend the next Board of Health meeting.

E. Field Scheduling Issues: Ms. Carey received a request to host a regional track meet at DeFazio Park. The consensus was not to permit an outside group especially if it would be taking time away from the Needham user groups.

F. Special Town Meeting Review: Ms. Carey announced that the Presbyterian Church will not be available in the feasibility study as a possible Senior Center site. Mrs. Chaston wondered if asked at Town Meeting would the Commission take a position on keeping Greene's Field as open space. Mrs. Chaston is in favor of a Senior Center but she would prefer the Commission to take a position to protect Greene's Field and locate the Senior Center at another location. Mr. Dollase supports a Senior Center but not at Greene's Field. He would like to see

the play structure updated and upgrades to the park. Having a park in the downtown area is unique and an asset to the community. Mr. Nadler would prefer to keep Greene's Field as open space but would not take a stand against building a Senior Center at Greene's Field. Mr. Robey noted Greene's Field is a neighborhood park and would prefer it be kept as open space. Mr. Jacob supports using Rosemary Hill or Ridge Hill for a Senior Center but not Greene's Field. Mr. Nadler will draft a position statement to share with the Commissioners prior to Special Town Meeting on November 2, 2009.

G. Community Preservation Committee Update: Mr. Dollase asked about the parcels of land that is available for purchase. Mr. Nadler stated the parcels would be able to connect other trails if purchased by the Town. The Community Preservation Commission voted 5-2 to support the purchase of the parcel.

H. Greene's Field Playground: The Selectmen will be informed on November 10, 2009 that the Greene's Field playground structure has outlived its useful life and will be removed. Ms. Carey has the support of the group that installed the structure to remove it and replace it with more appropriate play equipment. She will work with cable TV and the newspapers to inform the public.

I. Director's Updated Project List: Submitted in writing prior to the meeting.

J. Operating Budget FY 2011: Nothing has been added to the FY2011 operating budget.

K. Permits for Rosemary Storm Drainage Improvements: Ms. Carey is working with Conservation Commission staff member Kristen Phelps and Assistant DPW Director Bob Lewis on this project. The BETA Group has been hired to do the work. Currently all Conservation Commission permits have been submitted and are close to being approved.

L. Commission Important Issues- Round Table: Mr. Robey mentioned he met with the Chairman of the PPBC Mr. George Kent to discuss the Newman School renovation. Mr. Kent indicated the construction vehicles will be parked on the left side of the building and cars would be parked on the tennis courts. Modular classrooms will be placed in the parking lot which means a new bus parking area may need to be found. Mr. Robey asked the PPBC to take before photos so the tennis courts and the fields can be returned in the same or better condition upon the completion of the Newman School renovation.

M. Other Business: The next Commission meeting will be held on November 9, 2009 at 6PM so the Commissioners can attend the light testing at DeFazio and Memorial Park later that evening. The second November meeting will be held on November 23, 2009.

6. Action Items:

A. Renew Annual Permit for Nighttime Geocache: Ms. Carey received a request from Wendy Birchmire to renew the nighttime geocache permit at the Town Forest. Mr. Dollase made a motion to approve the permit for Saturday night Geocache at the Town Forest per the discretion of the Director. Mrs. Chaston seconded the motion and the motion was approved.

7. Adjournment: Mr. Dollase made a motion to adjourn the meeting at 9:16PM. The motion was seconded by Mr. Jacob and the meeting adjourned at 9:16PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS
Assistant Director