

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

**MINUTES OF MEETING
November 9, 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
Bob Cohen, Resident

The meeting convened at 7:00 PM in the Selectmen's meeting room located in the Needham Town Hall.

1. **Minutes of Meeting of October 26, 2009:** Mr. Robey made a motion to approve the minutes of the October 26, 2009 meeting. Mrs. Chaston 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 postponed Spooky Walk was a huge success with 200 children and 71 stores participating on October 31st. She is currently finalizing the Winter/Spring Brochure and finishing up the Summer Revenue and Expense Report. The Saturday Fall Tennis lessons finally ended on November 7th after many postponements due to rainy weather. The Ice Skating program ends this week. The Public Facilities Department is introducing a new online request system to book public buildings. Administrative Assistant Nicole DiCicco and Ms. Peirce will attend a training session in January to learn how to use the software.
5. **Discussion Items:**
 - A. **Director's Report:** Written report submitted prior to the meeting. Ms. Carey reported the painting at the Mills Tennis Courts will be delayed until the spring

due to the weather. She is recommending the crack at the Newman courts be repaired before it gets too cold. If not it will also have to wait until the spring.

B. Field Construction Update: Mr. Retsky reported he has received a design for the 4 metal railings to be installed at the Memorial Park dugouts. He is in the process of getting prices from welders. Once he receives a price the railings will be installed. He painted designated areas on the sidewalk at Memorial Park behind the dugout along the first base side where the surface needs to be graded correctly. The light testing at Memorial Park and DeFazio Park was postponed to take place on November 23, 2009. Mr. Robey suggested sending an invitation to Mr. Jon Schneider, ZBA Chair, and invite him to the light testing on November 23rd. Mr. Nadler will invite Mr. Schneider. Mrs. Chaston asked Mr. Retsky when the fields would be turned over to the Town. He noted due to some of the permit delays and the light testing postponement it has been delayed a few weeks.

C. Athletic Field Lights Advisory Committee: Mr. Jacob asked Mr. Retsky exactly what the procedure will be to adjust the lights on November 23, 2009. Mr. Retsky stated the plan is to have the homeowner on their property ready to point out any light encroachment they feel is an issue. MUSCO staff members will be on hand in the neighborhood and another one in the bucket truck making the adjustments accordingly.

A. Director's Report, Continued: Ms. Carey, Mr. Nadler, Parks and Forestry Superintendent Lance Remsen, Memorial Park Trustee Dave DiCicco and Athletic Director Micah Hauben met to discuss other field and space issues. They spent a lot of time discussing the condition of the bleachers at Memorial Park. Coincidentally this past weekend a man fell off the bleachers. He refused medical treatment. Ms. Carey indicated the bleachers will be removed as soon as possible. She noted a fundraising effort will have to take place to replace the bleachers. Ms. Carey indicated there is a need for more player benches for the 2 synthetic turf fields Memorial Park. Foul ball netting is also needed at a cost of approximately \$4,500 between the parking lot and the multi-purpose field. The Engineering department and Gale and Associates will work on the design to correct the netting issues at the 90' diamond. Savigano Electric is adding lights to the Memorial Park scoreboards for those using the walking paths after dark.. Benches are needed at Conroy Field. The DeFazio Pak parking lot lights are partially installed. Fencing is needed to keep people from walking in the outfield at the McLeod diamond and near the Pollard school tunnel. Don Brock mentioned to Ms. Carey that he would like a scoreboard on Don Brock Field but there might be some difficulty running electricity to the field. Mr. Jacob noted he has seen portable battery operated scoreboards used at other venues that could be a less expensive option. A gravel path or baseball fencing might be necessary for people walking across Founder's Field to get to Brock Field safely. DPW will mow the hill to provide a seating area for spectators. Mr. Jacob asked about the track safety lights. Ms. Carey indicated the electrical company will be coming this week to reposition and lower the bulb wattage of the track lights.

Further testing will be done in the spring. Ms. Carey announced that 17 bike racks have been ordered and will be placed in 9 or 10 locations in town.

D. Special Town Meeting Review: Town Meeting was held on November 2 and was completed in one night. Town Meeting voted to fund the Senior Center Feasibility Study. Mr. Nadler recommended the Park and Recreation Commission monitor the progress of the feasibility study for the Senior Center. Mr. Dollase is the Park and Recreation liaison to the Senior Center. Mrs. Chaston volunteered to help monitor if needed.

E. Greene's Field Playground: Ms. Carey noted that she has advocated taking down the Greene's Field playground structure for a long time. She was scheduled to attend the Board of Selectmen meeting on November 10 to discuss the playground structure but the meeting has been rescheduled for November 24th. The Commissioners recognize the timing of the structure removal is not ideal but they are in favor of removing the structure. Ms. Carey will work with the newspapers, cable TV and other venues to get the word out about the removal. She will work with the Women's Club, Parent Talk, The Exchange Club and other community organizations to replace the playground equipment once a decision is made on the Senior Center. Ms. Carey will work on the wording for a sign to be posted when the structure is removed. The swings will remain at the site. If the decision to use Greene's Field for the new Senior Center is confirmed and there was a choice between a playground structure or a baseball diamond Ms. Carey would recommend a new playground structure be installed at the park. Mr. Robey and Mr. Nadler both indicated they would like to see the Board of Selectmen vote to remove the existing structure. Ms. Carey will report back after the November 24th meeting.

F. Review of 2002 Feasibility of Building at Rosemary Lake Complex: Ms. Carey reviewed the schematics and maps from the 2002 Feasibility Building at Rosemary Lake complex.

G. Operating Budget FY2011: The FY 2011 Operating Budget is the same as FY2010 except for personnel increases. Ms. Carey and Mr. Robey will attend the budget review meeting on November 18, 2009.

H. Commission Important Issues-Round Table: None Presented.

I. Other Business: None Presented.

6. Action Items:

A. Set Fees for Winter Programs: Mr. Nadler suggested raising the Tennis Badge Fees. Ms. Carey noted that the Mills Courts will not be completed until the spring. She suggested keeping the fees the same at this time. Mrs. Chaston noted the rates for Tennis Badges are valid at this time but would recommend increasing the fee for next year. Mr. Jacob made a motion to approve the Winter Fee Recommendations as presented by the Director and Assistant Director and seen in Appendix A. Mr. Robey seconded the motion and the motion was approved.

B. Request: Cambridge Jets Track Club: Mr. Jacob made a motion to deny the Cambridge Jets Track Club request to use DeFazio Park for an AAU Region 1 Track and Field Championship. Mrs. Chaston seconded the motion and the request was denied.

- 7. Adjournment:** Mr. Robey made a motion to adjourn the meeting at 9:00PM. The motion was seconded by Mrs. Chaston and the meeting adjourned at 9:00PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS
Assistant Director