

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

**MINUTES OF MEETING
December 14, 2009**

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

ABSENT: Thomas M. Jacob, Member

GUESTS: 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 November 23, 2009:** Mrs. Chaston made a motion to approve the minutes of the November 23, 2009 meeting. Mr. Dollase seconded the motion and the motion was approved
2. **Correspondence: Letter Sent to Selectmen: Metropolitan Planning Organization:** The Commission reviewed the letter from the MPO Transportation and Planning Programming Committee regarding the Selectmen's request for a study of the current inactive rail line as a pedestrian rail trail. Selectman John Bulian will contact the Senator Brown and Representative Harkins to get their support. Tad Staley from Needham Bikes will give an update to the Commission at a future meeting.
3. **Assistant Director's Report:** Ms. Peirce reported that Winter/Spring registration began today with Senior Exercise and Tennis Lessons filling quickly. Also very popular are Cross Country Skiing, Star Wars Jedi Training, Lego Playland and American Girl Doll. Ms. Peirce was invited to visit North Hill to have a tour of the facilities. The staff members at North Hill are eager to share some of their space with Needham Park and Recreation Commission and Needham Community Education. They have an exercise room, a small pool, a large performance space, and a few multipurpose rooms of different sizes that could be available for programs. Ms. Peirce is meeting with the tennis coordinator tomorrow to discuss summer tennis programming.
4. **Discussion Items:**
 - A. **Director's Report:** Written report submitted prior to the meeting. Ms. Carey announced the Commissioners are invited to tour the new Public Services Administration Building on December 22 at 5:00PM. The bike racks purchased through the state grant have been delivered and installation will be scheduled with the Parks and Forestry Department. The purchase was paid for out of the Trust Fund and once installed the state will reimburse the Trust Fund. Shipping was paid through the Park and Recreation Budget.

B. Field Construction Update: Mr. Retsky did not attend the meeting but Ms. Carey reported that they are waiting for one more certification supplied by the installer to complete the Building Department permit application. Everything will be available for the upcoming ZBA meeting. The Town Engineer contacted Gale Associates regarding a missing drain pipe from the plot plan for DeFazio Park. Mr. Retsky will be meeting with Mr. Delmonico from RAD to repair the small hill near home plate at Memorial Park.

C. Athletic Field Lights Advisory Committee: The Athletic Field Lights Advisory Committee has not met since the Commission's last meeting. Mr. Nadler reviewed a document created by member Bob Gelinis regarding the Memorial Park light poles and possible issues from neighbors.

D. Preparation for ZBA Hearing: The ZBA meeting to discuss the athletic field lights permit will be held on Thursday, December 17, 2009. Mike Barry from MUSCO will be at the meeting to answer any questions. All ZBA requirements were met for the permit application.

E. Preparation for Field Scheduling Summit: Ms. Carey indicated that girls' softball, boys' and girls' lacrosse and baseball are all expanding their programs which could present some additional scheduling difficulties. Mrs. Chaston has offered to assist Ms. Carey with field scheduling issues along with Mr. Nadler.. The Field Summit will take place on Monday, January 11, 2010. Ms. Carey will ask Parks and Forestry Superintendent Lance Remsen to prepare a summary of the work that has been done on all the fields in the past year.

F. Greene's Field Playground: Ms. Carey had a meeting with the Assistant Director of Public Works Bob Lewis and Parks and Forestry Superintendent Lance Remsen to discuss the Greene's Field playground structure removal schedule. Ms. Carey is working with the Town Manager on publicity, and once the Town Manager gives her approval, the structure will be removed. Ms. Carey has had initial discussions with the Needham Women's Club, the President of the Exchange Club, Parent Talk, and the Directors of the YMCA and Needham Children's Center who are all willing to help develop the short term and long term plans to rebuild the playground structure. Mr. Nadler would like to see the groups begin fundraising as soon as possible with the idea that the structure could be designed to be movable just in case Greene's Field is chosen as the site for the Senior Center. Ms. Carey indicated that Board of Selectmen approval is needed on any long-term plans. Ms. Carey will keep the Commissioners informed of the removal process.

G. Senior Center Feasibility Study: Mr. Dollase and Mrs. Chaston gave an update on the Senior Center Feasibility Study meeting held on December 7, 2009. Mr. Robey suggested Mr. Dollase or Mrs. Chaston call Senior Center Exploratory Committee Co-Chair Denise Garlick and share the Park and Recreation Commission's support of building a senior center, but highlighting the concerns about using Greene's Field. The feasibility study will commence once the Board of Selectmen, the Town Manager and the Senior Center Exploratory Committee determine the scope of the study.

H. Operating and Capitol Budgets: Ms. Carey shared the budget information. Mr. Nadler asked Ms. Carey to provide a report on the athletic field light fees, in the event a new fee is needed to cover costs. Ms. Carey noted that the Town Manager is recommending the purchase of new bleachers for Memorial Park. This project was able to be recommended as the Town had \$700,000 more in free cash than originally predicted.

I. Commission Important Issues-Round Table: Finance Committee liaison Steven Rosenstock will meet with Ms. Carey prior to the presentation of the department's budget.

J. Other Business: Mr. Dollase attended the Needham Bikes meeting and the Town has agreed to purchase some Needham Bikes signs to be hung on the main streets entering Needham. The Town will also contribute \$5000 to be matched by Needham Bikes to help implement a bike plan for the Town. Needham Bikes is planning a "Tour Du Needham" during Bay State Bike Week in May. They will also continue the Sunday family rides but they are looking for a safe start and finish location in town.

5. Action Items:

A. 2nd December Meeting: Mr. Robey made a motion to cancel the December 28th Commission meeting. Mr. Dollase seconded the motion and the motion was approved. The next Commission meeting will be held on Monday, January 11, 2010.

6. Adjournment: Mr. Dollase made a motion to adjourn the meeting at 8:50PM. The motion was seconded by Mrs. Chaston and the meeting adjourned at 8:50PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS
Assistant Director