

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

**MINUTES OF MEETING
January 25, 2010**

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: Bob Cohen, Resident

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

- 1. Minutes of Meeting of January 11, 2010:** Mr. Jacob requested an amendment to the minutes. On page 2, #4. Discussion Items, D. Athletic Field Lights Advisory Committee, *Mr. Jacob requested a change in the title of Scott Brightman from President to Chairman of the Athletic Field Advisory Committee.* Mrs. Chaston made a motion to approve the minutes of January 11, 2010 with the technical change. Mr. Robey seconded the motion and the amended motion was approved.

Mr. Dollase made a motion to approve the minutes from the January 11, 2010 Field Scheduling Summit. Mr. Robey seconded the motion and the motion was approved.

- 2. Correspondence:**

A. ZBA Ruling: Memorial Park: Ms. Carey shared a letter from the Needham Zoning Board of Appeals indicating the decision on Memorial Park is closed. The DeFazio decision remains open until the May ZBA meeting. Mr. Nadler has not received a list of DeFazio neighbors with concerns from the neighborhood representative, so he asked for the attendance list from the December 17, 2009 ZBA meeting. Ms. Carey will follow up with that request.

- 3. Assistant Director's Report:** Ms. Peirce has been working on summer programming. She met with Tom Georgevitz, Ultimate Frisbee Coordinator to schedule the summer youth Ultimate Frisbee Program. She also met with Ben Kerrigan and Bill Kerrigan on January 19th to discuss skate boarding. Topics discussed during the meeting were skate board clinics, demo days and field trips to other skateboard parks. Also discussed was instead of trying to move forward to build a big skateboard park try looking for some parcels in town that some

smaller pieces could be installed. Ms. Peirce has been asked to serve on the Senior Center re-accreditation committee. She attended the Needham in Motion meeting on January 20 and reported that the month of may will be very active for this group. The first week "Needham Springs into Action" sponsored by the Eat Well/BeFit Committee is offering a number of walking events. The second week will be trails and hiking week. The third week will be Needham Bikes week with a number bike related events planned and the fourth week will be ways to get around using earth friendly modes of transportation. Ms. Peirce attended the Disability Commission walk through of the new Public Services Administration Building and they were very pleased with the results. On January 28th Ms. Peirce has been invited to speak with School Department staff to discuss the possibility of sharing the use of a van during the summer and on weekends to enhance programming.

4. Discussion Items:

A. Director's Report: Written report submitted prior to the meeting. Ms. Carey reported that about half of the spring permit requests have been received. She will schedule a meeting with the High School Athletic Director Micah Hauben, Cindy Chaston and Brian Nadler to discuss the High School Athletic spring field requests.

B. Field Construction Update: Ms. Carey reported that Parks and Forestry Superintendent Lance Remsen is monitoring both Memorial and DeFazio Parks and has not noticed any flooding areas. The Sports Council is working on the DeFazio scoreboard donation. Teams will be offered the opportunity to purchase a handheld device to operate the scoreboard if they choose to use it. The cost for the device is approximately \$250-\$300. A date has not been set to turn over the fields to the Town. Ms. Carey will follow up with the Town Manager Kate Fitzpatrick. Mr. Jacob asked about the storage units to be constructed at DeFazio Park. Ms. Carey indicated the Town Engineer Tony DelGaizo is working on the plans. Mr. Jacob requested a chance to view the plans and various options prior to it going out to bid. Mr. Nadler and Ms. Carey have looked at the location and it will not block views from the Carleton Pavilion to the diamond.

C.: Little League Proposal for Dugouts: Ms. Carey shared the drawings of the proposed dugouts for Asa Small Field provided by the Needham Little League. The building will match the stone located on the Carleton Pavilion and will have light and ventilation. The Town Engineer is currently reviewing the proposal. Once a final plan is approved, the dugouts will require building permits and a permit from the Conservation Commission. The Town will oversee the project, with Little League's input and donation. The work is anticipated to be done in August.

D. Athletic Field Lights Advisory Committee: Mr. Jacob indicated the Athletic Field Lights Advisory Committee met on January 20th to discuss the upcoming visit from MUSCO on February 3rd and 4th. They reviewed the December 17,

2009 ZBA meeting. Mr. Nadler noted he has not received the list of DeFazio neighbors from Mr. Kelly which he was hoping to have prior to the MUSCO visit. Mr. Jacob noted Mr. Gelinas created a very helpful diagram numbering the light poles at Memorial Park. Mr. Gelinas offered to help Mr. Kelly create a diagram of the light poles at DeFazio Park. Mr. Jacob is working with Mr. Kelly to have a light check with the neighbors prior to the MUSCO testing. Mrs. Chaston offered to be available if needed on the night of the light testing.

E. Possible Open Space Parcel Acquisition: Mr. Nadler and Mr. Robey met with Town Manager Kate Fitzpatrick, members of CPC, Finance Committee and Board of Selectmen to begin a dialogue regarding strategic planning for land procurement. They would like to begin identifying open parcels and parcels that connect to existing town properties. Ms. Carey noted the Trails Plan should be considered when looking at land acquisition. She also recommended that the Park and Recreation Commission begin working to change the jurisdiction at Dwight, Avery, Perry and Greene's Fields to be Park and Recreation jurisdiction.

F. Drainage Improvements Rosemary Parking Lot: There will be a meeting with representatives of the Conservation Commission, Park and Recreation Commission and Department of Environmental Protection staff on February 3, 2010 at Rosemary Lake to discuss the drainage improvements.

G. Senior Center Feasibility Study: Mrs. Chaston and Mr. Robey met with Colleen Schaller who is the Senior Center Feasibility Study Committee liaison to PPBC. They shared the Park and Recreation Commission's position supporting a Senior Center but not building it on the Greene's Field site. Mrs. Chaston asked to keep the Park and Recreation Commission apprised of the feasibility study progress. Mr. Nadler suggested inviting the Senior Center Feasibility Study Chairs, Denise Garlick and Jim Healy to a future Commission meeting. Mr. Nadler will contact them. Mr. Nadler asked if there was a timeline for the Greene's Field playground demolition. Ms. Carey indicated it should be done by the spring. Mr. Nadler will follow up with Town Manager Kate Fitzpatrick.

H. Operating and Capital Budgets: The Town Manager is finalizing the operating budget request, and at this time has not asked Park and Recreation for deductions, but Ms. Carey has heard that the DPW budget was asked to reduce its submission by about \$80,000. Ms. Carey also stated that the Town Manager may lift the "freeze" on hiring for Park and Recreation. Ms. Carey is working on a plan that would change one of the administrative staff positions into a programming position, to improve the division of responsibilities.

I. Community Preservation Requests: According to Ms. Carey there has not been any further information regarding the Greendale Ave. property to present it at the May Town Meeting. Other requests to CPC include:

- Historical preservation of tables, bookcases, weights and measures and maps from Town Hall

- Photograph and catalog historical features of Town Hall
- Restoration to prevent endangered species growing on Carroll Road Property
- Replacement of heating systems at Charles River Center residences.

J. Commission Important Issues – Round Table: Mr. Jacob reported he reviews the Health Department meeting minutes and Mr. Dollase indicated Ms. Peirce is planning activities for the month of May Needham in Motion events.

K. Move to Public Services Administration Building: The Town Hall Staff are preparing for the move from Town Hall to the Public Services Administration Building. The new building will officially open to the public on February 17, 2010.

5. Action Items:

A. Special Event Request: Will be presented at the next meeting.

- 6. Adjournment:** Mr. Robey made a motion to adjourn the meeting at 9:20PM. The motion was seconded by Mr. Dollase and the meeting adjourned at 9:20PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS
Assistant Director