

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

DIRECTOR'S REPORT

June 25, 2010

*Background notes for Monday, June 28th
Park and Recreation Commission Agenda*

ROSEMARY POOL UPDATE

We are open, as of 12:30 PM, today! For the most part, customers were polite and understanding. Being able to send information through *Notify Me* and through the e-mail addresses in the registration program is a huge help! A special *Thank You* to Karen who joined me in the office on Sunday and contacted swim lesson participants, volunteers and the Swim Team contacts by e-mail, and making phone calls to the few families in swim lessons who had not given us e-mail addresses.

Swim lessons are now 2 weeks long, rather than 3 weeks, so the first week of Session 1 lessons were not held. Karen and Nicole have contacted those registered to see if they want to continue in the class for Session 2, and then we'll issue credits if they choose to wait for Session 3 or 4, or will look at refunds for anyone who cannot attend for the rest of the summer.

Despite all the maintenance craziness, the supervisors made sure everyone was trained for their positions and ready for today.

SUMMER PROGRAMS

The summer programs started on June 21st and have had a great start. The program directors who are new to their positions have stepped up to the challenge, and the returning program directors are back with renewed enthusiasm. The supervisors had everyone well prepared for the first day!

PROJECTS WITH DPW

The extra work at the pool has taken lots of DPW time, but other projects have been moving forward. The Asa Small diamond outfield fencing, backstop, dugouts and batting cage are just about ready to go out to bid. The netting project for the 90' diamond at Memorial is under contract and should start in a few weeks. The Greene's Field playground has been fenced off and will be removed this summer. The restoration of the 174 Charles River Street parcel is in the planning stages. The bid documents for the purchase of the storage building at DeFazio still need to be developed.

SUPERINTENDENT OF PARKS AND FORESTRY

Six candidates have gone through the first interview phase, and that was narrowed down to a smaller number for the 2nd round of interviews. I participated in the 2nd round, and we did 2 hour site visits to various facilities around Town and I was impressed with the

technical knowledge and the commitment to communication! As soon as more information is known, I'll update the Commission.

END OF FISCAL YEAR

This is the crazy time of year, as everything for summer starts up and everything for the current fiscal year comes to a close. It's an extra challenge when the position responsible for tracking the budget information is vacant for more than 6 months! Nicole has done her best to keep up with it along with all of the other administrative tasks! We will have very little expense money remaining, which is an achievement when it's realized that a good portion of the expense budget gets spent in the last two months of the fiscal year!

SENIOR CENTER EXPLORATORY COMMITTEE

It appears that additional sites may be reviewed for the Senior Center. One of the sites I've heard mentioned is Emery Grover, the current School Administration Building, which is a 10,000 square foot building on 0.93 acres and is not accessible. The current Senior Center is 8,000 square feet.

OFFICE STAFF

The Administrative Specialist position was re-posted and next week we'll start reviewing the applications and choosing some for interviews. We hope to have someone hired before the end of the summer, as we transition into the fall season. I was supposed to meet with the Personnel Board this past Monday to review the changing of our Department Assistant to a Recreation Supervisor position. They did not have a quorum, so that meeting will now be in mid July.

FALL FIELD SCHEDULES

I met with the Athletic Director on his draft schedule request this week, and he will send a final version to me next week. He reached out to Junior Football and the Soccer Club to try and resolve conflicts ahead of time. Next week, I'll contact the groups with the reminder to have their requests in by the middle of July. Though easier than the spring, I'm hearing of groups that want to request more time than in the past, so it will still be a challenge!

4th of JULY

As a reminder, the fireworks will be held on Sunday, July 4th this year, and the parade will be on Monday, July 5th. No Park and Recreation programs will be held on July 5th. The pool will be open that day, but no pool fees are charged.
