

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

**MINUTES OF MEETING
March 28, 2011**

- PRESENT:** Philip V. Robey, Chairman
Thomas M. Jacob, Vice Chairman
Cynthia J. Chaston, Member
Brian S. Nadler, Member
Michael J. Retzky, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director
- GUESTS:** Edward Olsen, Superintendent of Parks and Forestry
Bob Cohen, DeFazio Neighbor
Jack and Bill Gallagher, Residents
Micah Hauben, High School Athletic Director
Amy Perna, Resident
Andrea Shorthose, Resident
Michael Niden, Resident
Bill Dermody, Resident
Mark Miskin, Needham Soccer Club

The meeting convened at 7:08 PM in the Charles River Room located in the Public Services Administration Building.

- 1. Minute of Meeting of March 14, 2011:** Mr. Nadler made a motion to approve the minutes of the March 14, 2011 meeting. The motion was seconded by Mrs. Chaston and the motion was unanimously approved.
- 2. Director's Report:** Submitted in writing prior to the meeting. Mrs. Chaston asked the Parks and Forestry Superintendent Ed Olsen the size of the temporary storage unit at DeFazio Park. He indicated it was approximately 8 feet by 8 feet. Ms. Carey mentioned the building construction at the Needham Golf Club and how it may prevent spring Park and Recreation Adult Golf Lessons and the Senior Golf League starting as scheduled in the beginning of May.
- 3. Assistant Director's Report:** Ms. Peirce reported she and Ms. Carey have started interviewing candidates for lifeguard positions at Rosemary Pool. All other pool positions are filled at this time. She attended the MRPA Conference and visited the Flax Pond construction site in Yarmouth to see the new recreation multipurpose building and she toured the new Hyannis Community Center. The

Tennis Monitor Shirley Donehey is ready to begin as soon as the weather warms up. Ms. Peirce, Tad Staley from Needham Bikes and Carol Stento and Charlie Wright from Needham 300 are meeting March 29th to discuss how Needham 300 can be a part of Needham Bike Week Bike Fair on May 21st. Rosemary Pool passes and Pool and Program Volunteer applications will be available on April 1st. Ms. Peirce will attend a Social Media Workshop sponsored by the MRPA Metro West Region on March 29th.

4. Discussion Items:

- A. Draft Field Scheduling Policies:** Mr. Nadler reviewed the updated draft of the Field Scheduling Policies. The Commissioners reviewed and discussed some wording changes within the policy. Ms. Carey will work on the next updated draft for an upcoming meeting..
- B. Field Scheduling/Maintenance Update:** Parks and Forestry Superintendent Ed Olsen reviewed the field status report which he presented. Included in the report was a list of future projects to be completed. Mr. Olsen noted the weather has not been cooperating for an April 1 date to open spring multipurpose fields and diamonds. He updated the Commission on the status of McLeod Diamond. Currently the sink hole is being repaired, covered with sod and hopefully usable by May 1. Mills lost power last summer so the field was not irrigated. Some patches of dead turf will be repaired this spring.
- C. Greene's Field:** Discussed later in the meeting.
- D. Board Transition:** Discussed later in the meeting.
- E. Needham 300 Revolutionary War Re-Enactment Event:** Discussed later in the meeting.
- F. DeFazio Storage Building:** Mr. Robey reviewed the concerns regarding the size, location and aesthetics of building a storage shed next to the Asa Small baseball diamond at DeFazio Park. Mr. Nadler noted the proposed building is solid concrete and he suggested using concrete blocks to make it easier to build away from the diamond in the outfield of Warner Field. High School Athletic Director Micah Hauben noted the wet marshy area in the outfield could present difficulties for groups using the storage building. The size of the building is necessary for winter storage of hurdles and large goals. Mr. Nadler suggested building 2 smaller storage buildings. Ms. Carey stated that when the Field of Dreams project was in the planning stages the Needham Sports Council made an agreement that the Needham Track Club would have equipment storage at DeFazio Park. After some discussion Mr. Robey suggested revisiting the site to see if there was a way to build a storage building for daily use and another one

for out of season use. Other ideas mentioned were building an open air type facility near the tot lot and splitting the project into 2 phases. Mr. Robey recognized the need for a secure storage facility at DeFazio Park and would like to discuss options at a future meeting.

- C. Greene's Field:** Ms. Carey stated Greene's Field still remains under the jurisdiction of the Board of Selectmen. She reviewed the draft of the Proposed Charge to create a Greene's Field Play Structure Working Group. Eleven members will be chosen representing service organizations, users of the playground and individuals with experience in fundraising. Mr. Jacob suggested the Park and Recreation Director and the Parks and Forestry Superintendent also be included in the working group.
- D. Board Transition:** The next Commission meeting will be the last for Commission Chairman Philip Robey. Mr. Nadler made a motion to have the Commission re-organization meeting take place at the Commission meeting following the Town election. The motion was seconded by Mr. Retzky and the motion was approved.
- E. Needham 300 Revolutionary War Re-Enactment Event:** Members of the Revolutionary War Re-Enactment Committee and the Needham 300 Chairpersons presented a proposal to the Conservation Commission on March 24th. After a site visit to Ridge Hill on March 27th the Conservation Commission agreed to allow the group to have the Revolutionary War Re-Enactment take place at Ridge Hill on May 21 and 22, 2011.
- G. Newman/Pollard Construction Updates:** Ms. Carey reviewed the construction update at Pollard and Newman schools. At this time the construction schedules will not interfere with spring Park and Recreation programs. Mr. Jacob suggested installing a sign near the Cusick Field to let people know the path from Newman to the field will be open in the spring.
- H. Operating and Capital Budgets Update:** The Finance Committee has presented their budget and it is in line with what the Town Manager had presented. Included in the Capital funding is an appropriation for \$10,000 for a feasibility study at the Cricket property to renovate the building. Ms. Carey announced the League of Women voters will have their annual meeting to review the upcoming Town Meeting warrant on April 25, 2011. The Park and Recreation Commission meeting will need to be scheduled earlier that evening so not to overlap.

- I. **Trails Update:** Ms. Peirce announced the Eco Explorers group is scheduled to do a clean up at Mitchell Woods on April 14th. Parks and Forestry Superintendent Ed Olsen, Conservation Commission Director Patty Barry and Ms. Peirce will meet with a sub committee of the Eco Explorers group on March 29th to visit the area to plan for the trail clean up on April 14th. The Trails Notify Me list on the website currently has 26 people registered. Ms. Peirce is working with the Conservation Commission to schedule the Trail Day on April 30 at Ridge Hill. She is also working with the Needham 300 Beautification Committee to organize the clean up day on April 23rd at various parks around Town. She is also working with St. Joseph's Msgr. Haddad School to schedule a community service clean up day with the 8th graders on April 12th.
Eagle Scout Projects Update: Karen Peirce and Patty Barry will be meeting with Ryan Colarusso and Jason Ho on April 5th. Ryan will choose a site for trail clearing at Ridge Hill and Jason will visit the site in the Town Forest where he will build a bog bridge. Max Boehnert met with Ed Olsen and Karen Peirce to review his project for Walker Gordon. He will be building 2 benches and doing some plantings around the benches. There are 2 more potential Eagle Scout projects in the exploration stage.
 - J. **Rosemary Pool:** Ms. Carey is working on bids for purchasing chlorine, paint and will be scheduling the drawdown of the lake and pool.
5. **Action Items:**
- A. **Cricket Temporary Portable Restroom:** Ms. Carey presented a request from the High School Athletic Director to have a temporary portable toilet placed at Cricket Field until the water is turned on in the building. Mr. Miskin from the Needham Soccer Club suggested placing a permanent portable toilet at the site to accommodate all the evening and weekend field users. Mr. Robey suggested discussion of having portable toilets at all fields should be placed on the agenda as a future action item. Mr. Nadler made a motion to approve the request to place a temporary portable toilet at Cricket Field until the water is turned on in the building. The motion was seconded by Mrs. Chaston and the motion was approved.
 - B. **Camp Property Painting:** Mr. Robey shared a request from Matt and Melissa Hughes from Pinewood Developments and Associates, Inc to donate their business's time and efforts to paint the graffiti on the building located at the Camp Property. Mr. Nadler made a motion to approve the request from Pinewood Developments and Associates, Inc. to paint the graffiti on the building located at the Camp Property. Mrs. Chaston amended the motion to include the project follow the process set by the

Director of Park and Recreation. Mr. Retzky seconded the motion as amended and the motion was approved.

- C. Soccer Club Tournament Additional Request:** The Needham Soccer Club requested the use of the Warner Field outfield for the Memorial Day Soccer Tournament. After a discussion with members of Needham Little League and Ed Olsen Parks and Forestry Superintendent, Mr. Jacob recommended allowing the Soccer Club to use the Warner Field outfield for the Soccer Tournament with an understanding that the Soccer Club would cover the cost of any damage to the field. Mr. Miskin indicated that the Soccer Club could limit the number of games to 15 games. Ms. Carey noted that during the Field of Dreams planning process it was indicated that they did not want to have conflicted fields and that the 90' diamonds would not be used for non-diamond activities, and she would not recommend having the Soccer Club use Warner Field outfield during the Soccer Tournament. Mr. Nadler made a motion to amend the original request from the Soccer Club to use the Warner Field outfield for up to 15 games during the 2011 Memorial Day Soccer Tournament with the understanding that any damage to the field will be covered by the Soccer Club. Mrs. Chaston seconded the motion as amended and the motion was approved. Mr. Olsen and Mr. Miskin will confer on the use of the field during the Tournament if the weather is questionable.
- D. Swim Team Annual Request:** Mr. Nadler made a motion to approve the request from the Needham Swim Team to use Rosemary Pool during the Summer of 2011 for practices and swim meets, and to waive the \$5.00 participant fee and charge the Rosemary Pool Early Bird rate exclusively to all swim team members. Mr. Jacob seconded the motion and the motion was approved with a 4 in favor and one opposed.
- E. Set Summer 2011 Fees:** Discussed later in the meeting.
- F. Special Event Requests:**
- **Parent Talk Barn Babies:** Parent Talk submitted a request to host a Barn Babies event on May 22 at the DeFazio Park Tot Lot. Mr. Nadler made a motion to approve the request from Parent Talk to host the Barn Babies event at the DeFazio Tot Lot on May 22, 2011. Mr. Jacob seconded the motion and the motion was approved.
 - **128 Lacrosse:** Ms. Carey gave an overview of the proposed 128 Lacrosse program. Mr. Jacob noted in the fall session of 128 Lacrosse there were 62 registered players and 24 were from Needham and the fee was \$1,000 per person. The Commissioners did not understand if this program is a clinic or a team and they did not know if the

program was a non profit organization. It seems that the participants practice and participate in tournaments. Mr. Nadler suggested if 128 Lacrosse is in the process of obtaining a non profit status a copy of the application be submitted. Mr. Nadler made motion to approve the request from 128 Lacrosse for a clinic to be held 2 weekday evenings beginning June 20, 2011 and continuing for 5 consecutive weeks without conflicting with any other scheduled activity at DeFazio Field #'s 1 & 2.. 128 Lacrosse will be charged \$5 per day per participant with an additional \$5 per day per non Needham resident. Mr. Retzky seconded the motion and the motion was approved.

- **Bay State Football:** Mr. Nadler made a motion to approve the request for Bay State Football to use DeFazio Field August 18, 19 from 5PM -8:30PM and August 20 from 9AM -3PM for the Bay State Instructional Football Clinic. Mr. Retzky seconded the motion. Ms. Carey indicated a conflict for the field use. Mr. Nadler amended his motion to approve the use of DeFazio Field August 18- 7PM - 8:30PM, August 19- 5PM – 8:30PM and August 20-9AM - 3PM charging \$5 per person per day plus \$5 per non Needham resident per day. In addition Ms. Carey will designate the specific areas to be used and if any problems occur future requests would not be reviewed. Mr. Retzky seconded the amended motion and the motion was approved.

- E. Set Summer 2011 Fees:** Mr. Nadler made a motion to approve the 2011 Summer Program Fees, as recommended by the Director, Assistant Director and Recreation Supervisor and seen under Appendix A; and that the Summer 2011 pool fees be set at the same rates as Summer 2010, and as seen in Appendix A.. Mr. Jacob seconded the motion and the motion was approved.

6. Topics for Future Agendas: none presented

- 7. Adjournment:** Mrs. Chaston made a motion to adjourn the meeting at 10:43 PM. The motion was seconded by Mr. Retzky, and the meeting adjourned at 10:43 PM.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director