

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

**MINUTES OF MEETING
August 15, 2011**

PRESENT: Thomas M. Jacob, Chairman
Michael J. Retzky, Vice Chairman
Cynthia J. Chaston, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director

ABSENT: Brian S. Nadler, Member
Andrea L. Shorthose, Member

GUESTS: Bob Cohen, DeFazio Neighbor
Bill Arsenault, North Hill
David Mann, North Hill
Roy Cramer, North Hill
Chris Nowak, North Hill VHB

The meeting convened at 6:30 PM in the Park and Recreation office located in the Public Services Administration Building.

1. **Minutes of Meeting of July 11, 2011:** Mrs. Chaston made a motion to approve the minutes of the July 11, 2011 meeting. The motion was seconded by Mr. Retzky and the motion was approved.
2. **Director's Report:** Submitted in writing prior to the meeting.
3. **Assistant Director's Report:** Ms. Peirce reported that Arts in the Parks Concert series ended last Thursday. All 6 performances plus 4 Children's Theatre performances were able to be held outside this summer due to the good weather. All performances were well received and had great attendance. Tomorrow she will be leading trail clearing at Ridge Hill with the Outdoor Living participants. The Conservation Commission gave approval for a portion of the North Trail to be cleared. The Volunteer Appreciation party was held on August 10th at Memorial Park. Approximately 30 volunteers attended. Summer programs have been going well and will end on Thursday, August 18th. Rosemary Pool was closed for 2 days due to the storm clean up. There were 4 great Friday Family Fun Nights with lots of families attending. Rosemary Pool will close on August 26th. Ms. Peirce shared the final proof of the sign for Alex and Nina Prohodski to be installed at Riverside Park. She worked with Riverside Park neighbors to design the sign. The planning has begun for the Needham 300 Gala to be held on Saturday, November 5, 2011 at the newly renovated Town Hall.

4. **Discussion Items:** Discussed later in the meeting
 - A. **North Hill Proposed Easement:**
 - B. **Rosemary Pool Update:**
 - C. **Field Scheduling Update:**
 - D. **Parking Issues- DeFazio:**
 - E. **Projects with DPW:**
 - F. **Board of Selectmen Proposed Goals:**
 - G. **Tennis Badges:**
 - H. **Draft Policies:**

5. **Action Items:**
 - A. **North Hill Request: Temporary Use of Dwight Parking Lot:** Mr. Bill Arsenault from North Hill attended and presented a request to temporarily use the Dwight Field parking lot for staff parking during construction at North Hill. The lot would be used between the hours of 6:30AM- 4:30PM weekdays for approximately one year from permit completion. North Hill will line and maintain the lot during the temporary use. Mrs. Chaston made a motion to approve the request from North Hill to use the Dwight field parking lot for North Hill staff parking for a period of time, approximately 1 year from permit completion weekdays 6:30AM-4:30PM. In addition North Hill will line, maintain and plow the parking lot and return the lot to the Town in the same or better condition. Mr. Retzky seconded the motion and the motion was approved.

4. **Discussion Items:**
 - A. **North Hill Proposed Easement: Mr. Roy Cramer** gave an overview of the current North Hill property and the proposed renovations that are currently being reviewed by the Planning Board.

Phase 1- renovations of the common areas and change the use of the skilled nursing facility to become office space.

Phase 2 - 45 new units to be built in the independent living area and a new storm water detention basin.

Phase 3 - a new skilled nursing facility and an additional 45 units for enhanced independent living.

Mr. Chris Nowak presented views of the proposed driveway to be built on Park and Recreation land located off Dwight road. The driveway would be used for delivery trucks only and would be gated. The width of the road would be 23 feet and the easement would be a total of 50 feet. North Hill will maintain and plow the road. The Commission found the initial concept favorable. Once North Hill is ready to move forward this proposal will need Park and Recreation Commission, Board of Selectmen and Town meeting approval.

- B. Rosemary Pool Update:** Ms. Carey reviewed the recent storm clean up which closed Rosemary Pool for 2 days. She also announced that the Conservation Commission has approved a 3 year extension to drain Rosemary Lake. Ms. Carey noted a working group will be formed to review the future of Rosemary Pool. Evaluating the future of Rosemary Pool is on the FY2012 list of proposed goals for the Board of Selectmen.
- C. Field Scheduling Update:** Ms. Carey reported that fall field scheduling is becoming as busy as spring field scheduling. She shared the special events draft and the primary user group draft for fall 2011. Ms. Carey noted when the Commission reviews field policies they should include a discussion regarding weekend high school field use. Ms. Carey and Parks and Forestry Superintendent Ed Olsen met with School Superintendent Dan Gutekanst to discuss school related issues with Park and Recreation and DPW Parks and Forestry. The Needham Track Club is interested in starting a cross country team on Sundays and are looking for a location. Ms. Carey suggested the perimeter of Newman Fields could be used. The fall field permit will be sent to all the user groups this week.
- D. Parking Issues- DeFazio:** Ms. Carey reported that there are currently concerns of DeFazio Park users parking on George Aggott Road and dropping off players on Dedham Ave. The Traffic Management Committee suggested user groups hire a monitor to police the area. Ms. Carey suggested Little League use signboards and store them in the equipment box to deter the parking and dangerous drop offs. It is important to have all the user groups understand this is a problem and they need to be part of the solution. The Newman School neighbors have signed a petition to have a portion of High Rock Street become no parking on either side to deal with the Cusick Field parking problem.
- E. Projects with DPW:**
- Restoring lights at Horsford Pond for night ice skating. Conservation Commission approval is needed for trenching.
 - Installation of the Claxton batting cage estimated completion spring 2012 if there are any more complications.
 - Highway Department placed asphalt on the Memorial Park pathway from the High School to prevent water coming down the hill. The well near the gazebo was connected to the street for improved drainage.
 - Bid is out for concrete bleacher pads at Memorial Park and should be completed in the fall.
 - Bids for fencing at Cricket and Mills are out.
 - Parks and Forestry is looking at drainage improvements at High Rock Field with installation slated for summer 2012.
 - Perry Park Trust fund will be used to plant some shade trees at Perry Park.

- F. Board of Selectmen Proposed Goals:** Ms. Carey shared the FY 2012 Board of Selectmen Proposed Goals. Included in the proposed goals related to Park and Recreation: 5. *Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work; a) Replace Greene's field play structure, b) Determine the feasibility of, and if feasible develop a proposal for a recreational rail trail from Needham Junction to the Dover line, c) Evaluate the future of Rosemary Pool and it's site, in cooperation with the Park and Recreation Commission.*
 - G. Tennis Badges:** Mr. Jacob stated he thinks the tennis badge fee is a barrier to people wanting to use the courts spontaneously. Ms. Carey assured him that the tennis monitor takes in to consideration people playing without a badge by sharing the tennis informational brochure, explaining how they can purchase a badge and letting them continue play unless there are badge holders waiting for a court. The Town money handling policy prevents the tennis monitor from selling badges at the courts.
 - H. Draft Policies:** Mr. Jacob reported that the Memorial Park Trustees will be meeting on August 31, 2011 to discuss the draft policies and will report to the Park and Recreation Commission with a decision in September.
- 5. Action Items:**
- A. North Hill Request: Temporary Use of Dwight Parking Lot:**
Discussed earlier in the meeting
 - B. Special Event Request:** Mrs. Chaston made a motion to approve a request from the Needham 300 committee to host a Cricket Exhibition at Cricket Field on Sunday, September 25, 2011 from 1:00-4:00PM. Mr. Retzky seconded the motion and the motion was approved.
 - C. Clinics Request:** Girls Lacrosse: Girls Lacrosse and Boys Lacrosse both requested fields for clinics and tryouts. Ms. Carey suggested the Boy's and Girls lacrosse teams share Memorial Park for the clinics and tryouts. She will contact both lacrosse coordinators.
 - D. Clinic Request: 128 Lacrosse:** The request for field space was denied because there is no field space available in the fall or spring for a regional lacrosse group.

- 6. Topics for Future Agendas:** The next Commission meeting will be held on Monday, September 12, 2011.

- 7. Adjournment of Meeting:** Mrs. Chaston made a motion to adjourn the meeting at 8:30 PM. The motion was seconded by Mr. Retzky, and the meeting adjourned at 8:30 PM. The Commissioners proceeded to Rosemary Pool for the annual staff appreciation party.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director