

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

**DIRECTOR'S REPORT**

**September 23, 2011**

*Background notes for Monday, September 26<sup>th</sup>  
Park and Recreation Commission Agenda*

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**NEEDHAM 300 GALA**

Needham 300 Co-Chairs Val Herman and Bill Tilburg will be attending the meeting, requesting approval for the use of Greene's Field for the Needham 300 Gala to be held on Saturday, November 5th. The original intent was to host the full event at Town Hall, and in tents on the Town Common, but for a variety of reasons, the committee would like to move the tent option to Greene's Field. The approximate size is 120' x 140'. The time needed for set-up, the event, and take down is from October 31<sup>st</sup> through November 8. The primary permit holder is the YMCA during that time. They currently have a permit from 3 PM to dusk on weekdays, and 8 AM – 1 PM on Saturdays. I have spoken to YMCA Executive Director Kathy Lozano who feels that the weekday programs can work around the tent area without conflict. If they need to move some of their programs off, I can provide some space at Hillside with limited parking, or at Newman after 3:30 PM. On Saturday, the Y has a late afternoon permit at Newman, so I extended it, with a start time of 8 AM, so they could use the space all day. Little League has a permit for weekday evenings, starting at 6 PM, but since it is dark at that time, they are not using the park. They have permits for Saturday afternoons and Sundays, but they should be able to move any use to another permitted field. I don't have clarification that they are actually using their permit in November.

As the Gala is a large event requiring Needham 300 to work with several other departments, I haven't had them fill out a special event request. They are already consulting with the Town Manager, Police Department, Fire Department, Building Department, Department of Public Works, and Health Department...all of the departments the Commission would require if the request is approved!

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**FIRST MEETING IN OCTOBER**

As the second Monday in October is Columbus Day, the Commission has moved its meeting to Tuesday, October 11. The meeting will be confirmed, but it's possible it will be held in the Park and Recreation office.

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**CRICKET FIELD BUILDING**

The PPBC has started the process on the Cricket building feasibility study. It's likely that we will work with Bargmann Hendrie and Archetype (BH+A) who is currently working with the Town on the Senior Center project and the temporary Newman use at Pollard. One Commissioner and I can serve as user agency representatives on the PPBC. Mike Retzky has offered to serve in that capacity.

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### **ANNUAL TESTING**

The Health Department has been receiving funding in recent years to test the crumb rubber in the synthetic turf fields, and will do it again on September 30<sup>th</sup>. There have been no concerns raised with prior testing.

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### **NEEDHAM 300 BEAUTIFICATION AWARD**

The Needham 300 Beautification Committee is giving out awards in the community and has given Park and Recreation an award for our efforts to beautify the community!

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### **TOWN HALL**

At this time, it is still expected that the staff in the Town Hall departments will move back to their new offices over the Columbus Day weekend. PSAB, including the Park and Recreation Office, will close at noon on Friday, October 7<sup>th</sup> to accommodate the move. Our office will re-open on Tuesday, October 11 and the Town Hall offices will re-open on Wednesday, October 12. Park and Recreation will assist those offices with simple customer service tasks during the transition. PSAB will then be prepared over the next few weeks for DPW, Building, and Public Facilities to move to PSAB in mid-November. Park and Recreation, Planning, Conservation and Economic Development will be "camping" by ourselves in PSAB for a few weeks.

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