

**PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS
Minutes of Meeting
January 9, 2012**

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

ABSENT: Andrea L. Shorthose, Member

GUESTS: Bob Cohen, Resident

The meeting convened at 6:30 PM in the Charles River Room located at the Public Services Administration Building

1. **Minutes of Meeting of December 12, 2011:** Mr. Nadler made a motion to approve the minutes of the December 12, 2011 meeting. The motion was seconded by Mrs. Chaston and the motion was approved.
2. **Director's Report:** Submitted in writing prior to the meeting.
3. **Assistant Director's Report:** Ms. Peirce reported registration without having a mailed brochure has gone well. Not many complaints have been received in the office. Registration numbers for the winter programs are going well but the spring program registration is slower. More marketing of the February Vacation programs and spring programs will take place next week. Ms. Peirce announced she will be serving on the Community Farm Advisory Board. She will attend the meeting on February 29, 2012.
4. **Discussion Items:**
 - A. **Operating and Capital Budget Update:** Ms. Carey presented the FY2013-FY2017 Capital Improvement Preliminary Recommendations Tier One presented to the Board of Selectmen. Included is \$207,500 for athletic facility improvements for DPW and could include irrigation for Claxton, Pollard and Greene's Fields and backstop repair at Claxton Field. Mrs. Chaston suggested Commissioners support the DPW by attending the operating budget meeting when the DPW budget is presented, but Ms. Carey said the Finance Committee meeting was this same night, so support will be needed in a different format. Ms. Carey presented the operating budget to the Finance Committee and was commended for continuing to do what was needed without budget increases.
 - B. **Preview of Field Scheduling Summit:** Mr. Jacob, Mr. Nadler and Ms. Carey met last week to discuss the important topics to be discussed at the Field Scheduling Summit. Mr. Jacob reviewed the agenda for the meeting to be held after the Commission meeting. Mr. Jacob indicated he received a letter from the Soccer Club Board suggesting the lighted turf fields be allocated by the number of users in the group and not by the age of the players. Mr. Nadler noted that the new policy can designate junior vs. elementary fields at the director's discretion.

- C. DeFazio Storage Building:** Mr. Jacob reiterated that the Commissioners are not in agreement with the proposed site for the storage building at DeFazio Park. Ms. Carey and Parks and Forestry Superintendent Ed Olsen are taking on this project. They will do more research on the project and present their findings at a future meeting.
- D. Rail Trail Concept:** Ms. Carey shared the summary of the Bay Colony Rail Trail document that was shared at the meeting. The next meeting will be held at 7PM on January 17, 2012 in the Charles River Room. Selectman Maurice Handel has been appointed to be the Board of Selectmen liaison to the Rail Trail Committee.
- E. Concussions in Youth Sports:** The Athletic Director, coaches, trainers, parents and students have been educated about concussions through the High School athletic program. Mr. Jacob attended the Board of Health meeting in December and it was suggested that youth sports find a way to inform all parents and coaches about the risk of concussion in youth sports. Mr. Jacob suggested trying a pilot training/educational program with Junior Football parent, coaches and players. Ms. Carey indicated many of the youth sports groups may already have concussion education as part of their training program. She also mentioned the CDC has a very good online concussion training program that could be shared with the sports groups.
- F. Rosemary Pool:** Ms. Carey will be meeting with the Town Manager Ms. Kate Fitzpatrick to discuss the goals of the Board of Selectmen regarding Rosemary Pool.

5. Action Items:

A. None Presented.

6. Topics for Future Agendas:

Capital Improvement Plans
Rosemary Pool
DeFazio Storage Shed
DeFazio Parking Lot

7. Adjournment of Meeting: Mr. Nadler made a motion to adjourn the meeting at 7:25PM. The motion was seconded by Mr. Retzky and the meeting adjourned at 7:25PM.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director