

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

**MINUTES OF MEETING  
January 23, 2012**

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

**GUESTS:** Bob Cohen, DeFazio Neighbor  
Sherri Meek, Resident  
Ed Olsen, Parks and Forestry Superintendent

The meeting convened at 7:00 PM in the Charles River Room located in the Public Services Administration Building.

1. **Minutes of Meeting of January 9, 2012:** Mr. Nadler made a motion to approve the minutes of the January 9, 2012 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 the following:
  - Sam Parnell has accepted the position of Rosemary Pool Supervisor and Jacob Cotton has accepted the position of Assistant Supervisor of Guards for the summer of 2012.
  - All the Arts in the Parks performers for the summer of 2012 have been booked.
  - The Needham Cultural Council awarded a \$500 grant to be used for a 2012 Arts in the Parks performance.
  - A meeting with Ted Morin will take place on January 25<sup>th</sup> to discuss building new turn boards for Rosemary Pool for an Eagle Scout project.
  - Ms. Peirce is registered for the CPO course on March 22 & 23, 2012. Certification for Certified Pool Operator is required every 5 years.
  - The next Eco Explorer group will be participating in night owling at the Eastman Conservation Area.
  - Ms. Peirce will chaperone the 5<sup>th</sup> Quarter event after the girl's varsity basketball game on January 27<sup>th</sup>. The evening is planned for high school students in the Needham High School cafeteria.

**4. Discussion Items:**

- A. Operating and Capital Budget Update:** Ms. Carey reported that the Finance Committee is still reviewing the DPW budgets. The request for an increase in the budget is to assist with equipment and other needs for field maintenance. Parks and Forestry Superintendent Ed Olsen will review later in the meeting.
- B. Field Scheduling Update:** Mr. Jacob indicated a few of the user group representatives commented that they were pleased with the Field Summit. There was concern from the High School Athletic Director Micah Hauben regarding the procedure for obtaining additional field space on weekends. Mr. Jacob will contact him to clarify the process. Special event requests have been received and will be discussed later in the meeting.
- C. DeFazio Projects:** Ms. Carey reported that Town Manager Kate Fitzpatrick would like to have a crushed stone surface installed at DeFazio Park parking lot in 2012 as an interim solution to improve the dirt parking lot, but no specific date for the work has been determined. Ms. Carey and Ed Olsen are in the process of researching options for a track equipment storage building for DeFazio Park.
- D. Rail Trail Concept:** Mr. Jacob reviewed the two recent Rail Trail meetings held on January 17<sup>th</sup>. The first meeting was scheduled for the Rail Trail Committee to share the progress working with Dover and Medfield on the Bay Colony Rail Trail project with Board of Selectman Moe Handel and Town Manager Kate Fitzpatrick. The later meeting was open to all interested Rail Trail Committee members from Needham, Dover and Medfield. Kate Day from Danvers gave a presentation on the creation of the Danvers Rail Trail project using Iron Horse Preservation Society to remove the rails. Ms. Carey and Tad Staley from Bay Colony Rail Trail are condensing information to present to the Board of Selectmen. Resident Sherri Meek asked if the Rail Trail would be going from Needham Heights into Newton. Mr. Jacob indicated the proposed Rail Trail would begin at Needham Junction and follow through Dover into Medfield. The next meeting will be held on February 8, 2012.
- E. Cricket Building:** Ms. Carey met with the architects, PPBC project manager and Mr. Retzky regarding the Cricket Building feasibility study. They indicated the building is useable and does not need to be completely replaced. Access into the building, the driveway and parking are major areas that need improvement. The architects are looking at 3-4 options and will present concepts to PPBC and the Park and Recreation Commission.

- F. Ridge Hill Buildings:** Ms. Carey and Mr. Jacob attended a meeting to discuss future uses of 3 acres located at Ridge Hill. Members of the School Committee, Conservation Commission, Planning Board, Historical Commission and Board of Selectmen all gave input. Mr. Jacob will send the Commissioners the initial brainstorming list which included a nature center, school administration, science center, and multifunctional space. Mrs. Chaston suggested that space should be given to departments that have no programming space. She did not approve of using the building for school administration offices. Ms. Carey noted there may be funding available for historical preservation through the Community Preservation Fund.
- G. Rosemary Pool:** Ms. Carey will be meeting with DPW to plan Rosemary Pool pre-season work. She has also met with Town Manager Kate Fitzpatrick to review information for the long term study.
- H. Field Maintenance: Superintendent Ed Olsen:** Mr. Jacob welcomed Ed Olsen, DPW Parks and Forestry Superintendent to the meeting. Mr. Olsen shared his Proposed Fields Maintenance Protocol indicating Premier A, Priority B and Priority C parks and fields, the types of proposed maintenance and costs. He also shared before and after photos of Conroy and McLeod Fields at DeFazio Park. He noted the importance of over seeding and aerating fields and having a fertility plan for all parcels. His request for additional funds would still leave the program short about \$50,000 in funds. Mr. Olsen noted the gap that is created by underfunding the turf management program. A large investment has been made in the fields through the Fields of Dreams project and they need to be maintained. Mrs. Chaston suggested talking to the School Committee about funding the increase since the fields are used by all the school athletic program and physical education classes. Mr. Nadler noted that the user fees and clinic fees had been implemented for capital improvements and would hesitate to add an additional fee on the community groups. He suggested the Town Manager propose a capital fund request for field maintenance at a future Town Meeting. Another possible solution Mr. Olsen mentioned is purchase of service outsourcing of fertilizer application, mowing and leaf removal services. Mr. Jacob thanked Mr. Olsen for presenting his Proposed Fields Maintenance Protocol and noted he is supportive of his proposal. He offered to have a Commissioner attend the Finance Committee meeting to support his plan.

**5. Action Items:**

**A. Spring/Summer Special Event Requests:**

**Little League Opening Day:** Mr. Nadler made a motion to approve Little League opening Day at Greene's Field (8:00AM-11:00AM) and DeFazio Park (9:00AM- 5:00PM includes clean up) April 29, 2012 (Rain Date May 6). The motion was seconded by Mrs. Chaston and the motion was approved. Ms. Carey will remind them about the placement of speakers.

**Girls Softball Championships:** Mr. Nadler made a motion to approve a request by Needham Girls Softball for the Girls Softball championship games and bar-b-q at Claxton #1 & #2 and Tot Lot June 6, 2012 (Rain Date June 17) 9:30AM- 3:30PM (includes set up and clean up). The motion was seconded by Mr. Retzky and the motion was approved.

**Memorial Day Weekend Soccer Club Tournament:** Mr. Nadler made a motion to approve the request by the Needham Soccer Club to use DeFazio Park – Brock, Founders, Conroy, Healy Fields, Cricket, High Rock, Newman, Pollard Fields and Memorial Park Turf Field with the exclusion of Warner and McLeod Fields, on Friday, May 25 at 5:00PM through dusk Monday, May 28, 2012 for the Memorial Day Soccer Tournament. Mrs. Chaston seconded the motion and the motion was approved.

**Y Healthy Kids Day:** Mr. Nadler made a motion to approve the Healthy Kids Day as requested by Charles River YMCA to be held at Greene's Field, Saturday, April 28, 2012 (Rain Date Sunday, April 29) 11:30Am – 3:30PM (includes set up and clean up). Ms. Shorthose seconded the motion and the motion was approved. Ms. Carey will remind them about the placement of speakers.

**Track Club Great Bear Run:** Mr. Nadler made a motion to approve the Great Bear run as requested by Needham Track Club to be held at Pollard Field Sunday, May 6, 2012 from 12:00-1:30PM (includes set up and clean up). The motion was seconded by Mrs. Chaston and the motion was approved.

**Track Club All Star Meet, Youth Classic, Team Challenge Meet:  
All Star Meet**

Mr. Retzky made a motion to approve the All Star Meet as requested by the Needham Track Club to be held at DeFazio Park- Track, Conroy Field and Founders Field on Wednesday August 1, 2012 (Rain Date Thursday, August 2) from 2:30-8:30PM (includes set up and clean up). The motion was seconded by Ms. Shorthose and the motion was approved.

**Track Club Youth Classic**

Ms. Shorthose made a motion to approve the Needham Youth Classic requested by Needham Track Club be held at DeFazio Park- Track, Conroy Field and Founders Field, Friday, July 20, 2:00-8:30PM & Saturday, July 21, 2012 7:00-6:00PM (includes set up and clean up). Mr. Nadler seconded the motion and the motion was approved.

**Track Club Team Challenge Meet**

Mr. Nadler made a motion to approve the Needham Team challenge Meet as requested by Needham Track Club to be held at DeFazio Park- Track, Conroy Field and Founders Field on Wednesday, June 27 (Rain Date Thursday, June 28) from 2:30-8:30PM (includes set up and clean up). Mr. Retzky seconded the motion and the motion was approved. Ms. Carey will remind them about the placement of speakers at all track special events listed above.

**Boys Lacrosse Friday Jamborees:** Mr. Nadler made a motion to approve the Boys Lacrosse Friday Jamborees as requested by Boys Youth Lacrosse at DeFazio Park – Founders Field on the following dates April 6, 13, 20, 27 May 4, 11, 18, June 1, 8, 15, 22 from 6:00-9:00PM excluding May 25 due to the Memorial Day Soccer Tournament and June 22 as this is after their regular season. Ms. Shorthose seconded the motion and the motion was approved excluding May 25<sup>th</sup> and June 22<sup>nd</sup>.

**Boys Lacrosse Year End Jamboree:** More information is required before this request can be considered.

**Boys Lacrosse All Star High School Game:** Mr. Nadler made a motion to approve the Boys Lacrosse All Star High School Game requested by Boys Youth Lacrosse at Memorial Park Turf Field June 9, 2012 from 4:00-8:00PM (includes set up and clean up). Mr. Retzky seconded the motion and the motion was approved.

**Fastpitch Hitting/ Skills Clinics:** Mr. Nadler made a motion to approve the Fastpitch Hitting/Skills Clinic as requested by Needham Fastpitch to be held at Claxton Fields #1 & #2 on August 27-30, 2012 (Rain Date August 31) from 8:30AM -12:30PM (includes set up and clean up). Mr. Retzky seconded the motion and the motion was approved.

**Soccer Club Summer Clinics:** The Commissioners requested the application be returned and modified listing the days and the exact times required. Also recommended was to change the time on August 16<sup>th</sup> to 12:00-4:00 to be able to coexist with the Bay State football Clinic. Will review modified application at the next Commission meeting.

**Bay State High School Football:** Mr. Nadler made a motion to approve the request by Bay State Instructional Football Clinic to use DeFazio Park on Thursday, August 16, 5:30- 8:30PM, Friday, August 17, 5:00-8:30PM and Saturday, August 18, 9:00AM- 3:00PM, with clean up extend ½ hour after each session. The motion was seconded by Mr. Retzky and the motion was approved. Ms. Carey will map out specific areas on the field where they can and cannot play.

**Rocket Lacrosse Clinics:** More information regarding the 501c3 status is required before this request can be considered.

**128 Lacrosse Practices:** More information is required before this request can be considered.

- 6. Adjournment:** Mr. Nadler made a motion to adjourn the meeting at 10:10PM. Mrs. Chaston seconded the motion and the motion was approved.

Respectfully submitted,

Karen A. Peirce, CPRP  
Assistant Director