

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

**MINUTES OF MEETING
February 13, 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
Dave DiCicco, Memorial Park Trustee
Mark Miskin, Needham Soccer Club

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 23, 2012:** Mr. Nadler made a motion to approve the minutes of the January 23, 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. Mr. Jacob highlighted the League of Women's Voters Ridge Hill Forum which was held on February 2, 2012. Mrs. Chaston, Ms. Peirce, Recreation Supervisor Nicole DiCicco and Mr. Jacob all attended. Mrs. Chaston reviewed the agenda and she was surprised by the presentation from the School Department Science Center. Ms. Carey noted that she and Mr. Jacob represent the Park and Recreation Commission at Future of Ridge Hill working group meetings. They are still in the information gathering stage and no decisions regarding Ridge Hill have been made at this time.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
 - o Ms. Peirce and Ms. Diccico have been attending a yet to be named group to discuss ways to service families in need through mentoring/connecting resources. Group members include representatives from Pollard, METCO, guidance, Town departments and community groups. This group is meeting bi monthly and is still in the early stages of identifying a mission and goals.
 - o January 27th attended the 5th Quarter teen event held at the High School after a girl's basketball game and a gymnastic meet. Unfortunately attendance was very low. The 5th Quarter planning committee will be

reviewing the year and make recommendations for the program to resume in the fall.

- Participated in a webcast on the new regulations for the American Red Cross Lifeguard Training program. More emphasis is being placed on reacting/questioning anything out of the ordinary, emphasizing alertness and awareness.
- Attended the League of Women Voters Ridge Hill Forum on February 2nd.
- Attended the NCYSAP(Needham Coalition for Youth Substance Abuse Prevention) meeting on February 7th. The High School RADD (Rockets Against Destructive Decisions) hosted a free coffeehouse on February 10th at Powers Hall with live bands and food.

4. Discussion Items:

- A. Operating and Capital Budget Update:** Discussed later in the meeting.
- B. Field Scheduling Update:** Discussed later in the meeting.
- C. Leasing Fields:** Discussed later in the meeting.
- D. Rosemary Pool:** Discussed later in the meeting.

- E. Cricket Building Feasibility:** Deborah Robinson, an architect from Bargmann, Hendrie and Archetype, Inc. and Hank Haff from the Public Facilities Department presented draft options for the Cricket Feasibility Study looking at existing site plans, site/parking options and building options. The Commissioners charge this evening is to review all of the options and make recommendations of ones to consider. The Commissioners recommended creating a 3 season building with minimal manual electric heating noting that using the building in the winter months would require higher energy costs and snow and ice removal. They also recommended making the upper level plan include restrooms that can be accessed by the public when the rest of the upper level is closed. They also indicated installing bathrooms on the lower level was unnecessary if the upper level restrooms are open to the public. The Commissioners eliminated some of the draft options and Ms. Robinson and Mr. Haff will research cost estimates on the remaining options to be presented at the next Commission meeting according to the timeline presented at the beginning of the meeting. Mr. Jacob thanked Mrs. Robinson and Mr. Haff for their presentation.

- A. Operating and Capital Budget Update:** Ms. Carey reported that Mr. Jacob and Town Manager Kate Fitzpatrick attended the Finance Committee Meeting to support Parks and Forestry Superintendent Ed Olsen as he answered questions about his budget request. The request was viewed favorably and hopefully will be recommended without any cuts.

- B. Field Scheduling Update:** Ms. Carey is currently working on the spring field scheduling project.

- C. Leasing Fields:** The Commissioners agreed a discussion regarding leasing of fields would be considered if a formal request was submitted, but they were not inclined to approve a request for a time not permitted for Needham groups.
- D. Rosemary Pool:** Ms. Carey is working with DPW staff on identifying and scheduling preseason work at Rosemary Pool. Ms. Peirce is in contact with returning staff and scheduling interviews to hire new staff. Mrs. Chaston asked about the Selectmen's goals regarding Rosemary Pool. Ms. Carey noted that Rosemary Pool is listed on the Selectmen's goals which mean it is a priority project. The funding is available for the feasibility study but due to Ms. Carey's limited work schedule compiling the data for the procurement process has been delayed.
- E. Cricket Building Feasibility:** Discussed earlier in the meeting.
- F. Rail Trail Feasibility:** Ms. Carey reported that the Rail Trail group continues to meet with members of Medfield, Dover and Newton Rail Trail Committees. She noted that the railroad abandonment process has already taken place so that cost has been eliminated. Ms. Carey and Tad Staley from Needham Bikes will attend the February 28th Selectmen's meeting to give them an update on the Rail Trail project.
- G. DeFazio Projects:** Ms. Carey indicated there is no update on the DeFazio parking lot rehab. She and Parks and Forestry Superintendent Ed Olsen are meeting with a representative from the company that built the Asa Small Field dugouts to get information about pre-fab storage building options for the track equipment storage area.
- H. Greene's Field Playground Update:** Ms. Carey reported that 2 companies have presented playground options and the last company will present this week. The playground cost estimate is \$150,000-\$200,000 and will require creating a fundraising strategy by the Greene's Field Playground Committee.
- I. Trails Projects:** Ms. Peirce reported walking 2 more Town Forest trails and the Greendale Avenue trail since the last meeting. The February Eco Explorers group participated in a night of owling at the Newman Eastman Conservation Area. On February 11th she attended professional development workshop learning about aquatic natural resources and wildlife sponsored by the Division of Fisheries and Wildlife. She plans to share the owling and aquatic resources with the Outdoor Living Adventure Program staff and participants this summer. The Trails Advisory Group met on February 6th and finalized all the Trail Steward materials, scheduled the first Trail Steward training and discussed marketing the

program to recruit volunteers. The Trail Day/Clean Up Day is scheduled for April 28th.

- J. Walker -Gordon Project Update:** Ms. Carey reported the specification details are being finalized to go out to bid. The Conservation Commission approved the Order of Conditions required to proceed with this project.

5. Action Items:

- A. DPW: Recycle Containers:** Ms. Carey announced a pilot recycling program that will be introduced this spring placing recycling containers at two parks. The DPW has recommended Memorial and DeFazio Parks. She shared a photo of the bottle shaped container to promote recycling. The containers are being donated. Mr. Nadler made a motion to approve placing recycling containers at DeFazio Park to be used as a pilot program this spring. Mrs. Chaston seconded the motion. Mrs. Chaston asked how long the pilot program would be and how often will it be emptied. Ms. Carey said the pilot would run through 2012 but could be altered at the discretion of DPW or the Park and Recreation Commission. The group that is donating the containers has also agreed help educate the user groups to use the proper container for recycling. DeFazio neighbor Bob Cohen suggested having the coaches take responsibility for having all the teams pick up after themselves. A vote was taken and the motion was approved. The option to place the containers at Memorial Park will need to be presented and voted on by the Memorial Park Trustees.
- B. Soccer Club: Use of 90' Diamonds for Soccer Tournament:** At the request of the Commission, the Needham Soccer Club was asked to discuss the request to use the McLeod and Warner outfields for the Memorial Day Soccer Tournament. Mr. Jacob suggested trying to use the outfields this year on a trial basis with a written report from Parks and Forestry Superintendent Ed Olsen on the condition of the outfields after the tournament. Mr. Jacob would not recommend using the outfields for soccer as a regular occurrence but in a limited fashion such as the tournament use. He also indicated that the goal to define the parameters of use will help to alleviate confusion. Needham Soccer Club Executive Director Mark Miskin agreed that looking at the outfields before and after the tournament will be helpful. Ms. Carey noted that Ed Olsen indicated to her he was sorry that he had let the outfields be used in 2011 and would think twice about it in the future due to some damage that was done during the tournament. Mr. Retzky suggested Ms. Carey, Mark Miskin and Ed Olsen meet to discuss. Mr. Jacob suggested inviting Ed Olsen to the next Commission meeting. Mr. Nadler made a motion to approve the use of the 90' diamond outfields for the Needham Soccer Tournament pursuant to no objection from the Parks and Forestry

Superintendent regarding the determined field conditions. Mr. Retzky seconded the motion and the motion was approved.

6. Topics for future Agendas:

Rocket and 128 Lacrosse 501c3 status
Chairman's report concept

7. Adjournment: Mr. Nadler made a motion to adjourn the meeting at 9:40PM. Mr. Retzky seconded the motion and the motion was approved.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director