

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

**MINUTES OF MEETING
February 27, 2012**

- PRESENT:** Thomas M. Jacob, Chairman
Michael J. Retzky, Vice Chairman
Brian S. Nadler, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director
- ABSENT:** Andrea L. Shorthose, Member
Cynthia J. Chaston, Member
- GUESTS:** Bob Cohen, DeFazio Neighbor
Dave DiCicco, Memorial Park Trustee
Hank Haff, Public Facilities Department

The meeting convened at 7:01 PM in the Charles River Room located in the Public Services Administration Building.

1. **Minutes of Meeting of February 13, 2012:** Mr. Nadler made a motion to approve the minutes of the February 13, 2012 meeting. The motion was seconded by Mr. Retzky and the motion was approved.
2. **Director's Report:** Discussed later in the meeting.
3. **Assistant Director's Report:** Discussed later in the meeting.
4. **Discussion Items:**
 - A. **Cricket Building Feasibility:** Hank Haff from the Public Facilities Department-Construction presented the cost estimate for the Cricket building, and the site renovation. The funding request in the five year capital plan is for \$125,000 for design and \$600,000 for construction. The estimate for construction, from the feasibility study, is greater than \$800,000. According to the report the amount budgeted for this project will either need to be increased or a modified renovation examined. Sewer connections and accessibility are included but eliminating reframing of the roof, adding a ramp without stairs and keeping the 2 indoor posts could help to reduce the cost. Mr. Haff noted that Deborah Robinson from Bargmann, Hendrie and Archetype, Inc. is working on the full final draft report. Ms. Carey will share the report with the Town Manager. Once the Town Manager has a chance to review the report the Commissioners will have a better understanding on how to proceed.

2. **Director's Report:** Submitted in writing prior to the meeting.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
 - On February 29th she will attend the Community Farm Advisory Committee meeting.
 - Summer staff interviews are on going.
 - February Vacation week programs ran very successfully. Recreation Supervisor Nicole DiCicco ran a new program for 3-6 year olds called Be-Bop Hop which was very well received. Thundercats and the Basketball Clinic were full and the 2 Winter Carnival days were $\frac{3}{4}$ filled.
 - A committee has been formed to offer activities during Public Health Week which will be April 1-7th. Along with the YMCA and Avery Manor, Ms. Peirce is organizing 3 neighborhood walks.
 - Ms. DiCicco and Ms. Peirce will attend the Massachusetts Recreation and Park Association Conference on March 7th and 8th in Sturbridge.
- B. **DeFazio Projects:** Ms. Carey will be meeting with DPW to learn more about the upgrade to the DeFazio parking lot and the timeline. The plan is to remove the concrete pad, re-grade the lot and install a crushed stone surface. Ms. Carey noted she and Parks and Forestry Superintendent Ed Olsen have looked at a 12x20 prefab building to be used for short term track equipment storage. It would be placed next to the Asa Small Diamond inside the fence on the left. This is a smaller storage facility then discussed in the past and will only be used for daily use of equipment. Long term storage for the track equipment will still need to be found. Ms. Carey reported that Ed Olsen met with the synthetic turf installer and he reported that the turf is well maintained at Memorial Park and DeFazio Park. A little more wear is showing at DeFazio but overall both areas are holding up well. One area at DeFazio was found to be cut out and will need to be repaired prior to the spring athletic season.
- C. **Greene's Field Playground Update:** Ms. Carey shared the 3 playground design concepts from Play and Park, Little Tykes and Landscape Structures. The next step is for the Greene's Field Committee to narrow down the three options to one, work with the designer and begin a fundraising campaign.
- D. **Operating and Capital Budget Update:** Ms. Carey shared the Executive Summary of the Fiscal Year 2013 Proposed Budget. She also shared the shared Draft Town Warrant for the May Town Meeting. Mr. Jacob questioned the Citizens Petition: Pesticide Free Zone on Land Owned or

Managed by the Town of Needham. It was recommended that pesticides be placed on the list of topics for future agendas.

- E. Field Scheduling Update:** Ms. Carey continues to work on the spring field scheduling. She also reported that she spoke to Parks and Forestry Superintendent Ed Olsen regarding the Soccer Club using the 90ft diamonds at DeFazio for the Memorial Day Soccer Tournament. Mr. Olsen recommends that the Soccer Club pay to repair any damaged areas after the Tournament and hopes the Commission would support him in this action.
 - F. Rosemary Pool:** None Presented.
 - G. Trails Projects:** Currently, Ms. Peirce has 4 Trail Steward interviews scheduled. The first Trail Steward training is scheduled for the morning of Saturday, March 24th. On March 1, Ms. Peirce will be walking the Rosemary Lake Trail and attending the Eco Explorer meeting. A Trail Clean Up Day and Town-wide Beautification Day is being planed on Saturday, April 28th. The next Trails Advisory Group meeting will be held on March 5th.
 - H. Walker -Gordon Project Update:** The completed specifications for the Walker-Gordon Field Project are ready to go out to bid this spring.
- 5. Action Items:**
- A. DeFazio Equipment Storage Location:** Discussed earlier in the meeting. No vote was taken as two members were not available.

6. Topics for future Agendas:

Pesticide use
Webster Street resident meeting to discuss parking

- 7. Adjournment:** Mr. Nadler made a motion to adjourn the meeting at 8:10PM. Mr. Retzky seconded the motion and the motion was approved.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director

