

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

DIRECTOR'S REPORT

September 21, 2012

*Background notes for Monday, September 24th
Park and Recreation Commission Agenda*

OFFICE SCHEDULE

For the most part, the office staff doesn't take major vacations between Memorial Day and Labor Day with the busy summer schedule, so we go through a period in the fall without everyone at work! Nicole is just finishing a week off, returning on 9/24. Karen and her husband are off on a special 25th anniversary trip for the next week – congratulations to Karen and Bruce. Just before Karen returns, Cassandra will be off for a week for their annual vacation in Maine. I'll close out the fall vacation schedule with 10 days in California for a conference and some vacation time in mid-October.

As the Assistant Director will be on vacation on Monday, there will not be an Assistant Director's report. I will be taking the minutes.

OCTOBER AND NOVEMBER MEETINGS

Typically, the Commission meets on the 2nd and 4th Mondays, but the 2nd Monday in October is Columbus Day, so a new date will need to be chosen. The 4th Monday in October is the 22nd. I will not be here, but will work with the Chairman and the Assistant Director on the agenda. The 2nd Monday in November is the observation of Veterans' Day, on November 12th, so a new date will need to be chosen. The 4th Monday is November 26th, after Thanksgiving.

Please bring your calendars so that October 8th and November 12th can be rescheduled.

SOD PROJECT AT DeFAZIO

The project is complete, and we are just giving it some time for the roots to connect before opening Warner and Healy for use.

UPCOMING DATES

The Community Preservation Committee will host a public hearing on the three proposals under review for Special Town Meeting. The hearing will be on Wednesday, October 10 at 7:30 PM. The location has not been finalized.

Special Town Meeting will be held on Monday, October 29th at 7:30 PM at Powers Hall at Town Hall.

TRAIL SIGNS

The new trail signs are ready to be installed. The initial date for the project will be Saturday, October 13th at 10 AM. If anyone would like to volunteer to assist, contact our Assistant Director Karen Peirce.

HIGH ROCK STREET

It's my understanding that the Selectmen have approved the recommendation of the Traffic Management Advisory Committee, and with the agreement of the neighbors, to post "No Parking April-October" signs on both sides of High Rock Street between Central Avenue and Tolman Street. It is anticipated that the signs will be installed this fall. DPW Parks and Forestry will work on the walking path from Newman to Cusick Field and all groups using Newman Field will be instructed that Newman is the parking location.

WEBSTER STREET RE-CONSTRUCTION

The DPW will host a second neighborhood meeting on Thursday, September 27th to discuss the final design for reconstructing Webster Street, between High Street/West Street and Highland Avenue. It will include parallel parking along Avery Field. Work is anticipated to begin in early October, and all punch list items will be completed by Summer 2013.

RTS SUPERINTENDENT

Ann Dorfman started this week as the new Superintendent of the Recycling and Transfer Station. She has a comprehensive background in recycling operations in Newton, Concord and for the state. It's been about a year since the position has been vacant. The Assistant Water and Sewer Superintendent assisted with oversight of operations with the senior RTS staff and retired Parks and Forestry Superintendent Lance Remsen handled the financial tasks.

DCR PATHWAY

The MA Division of Conservation and Recreation owns parkland along the Charles River along 4th Avenue. As part of an agreement with the builders of Charles River Landing, the DCR was given funds for allowing use of some of their land during the construction phase. The Town is holding the funds and must authorize its use through the Town Manager. I've attended several meetings, along with other Town staff, on the proposed project, which is a rebuilding of an asphalt walkway that begins on Highland Avenue, travels behind the homes on Riverside Street, and comes up along the apartment complex to the intersection of 4th and 2nd Avenues. There is a trail system that parallels the walkway, along the Charles River. The trail eventually ends at Kendrick Street, and the DCR's Cutler Park is just across the street. This walkway is a great connection between the New England Business Center and Highland Avenue, and will be handicap accessible.

NO HUNTING SIGNS

Based on the Town's updated by-law, the No Hunting signs will be created and placed at certain locations, including the Town Forest and Ridge Hill. The by-law includes discharge of firearms and the use of bow and arrow. Park and Recreation has received a waiver from the Selectmen for our summer archery program, and the activity at Ridge Hill for our Outdoor Living Adventure Program.