

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

DIRECTOR'S REPORT

January 11, 2013

*Background notes for Monday, January 14th
Park and Recreation Commission Agenda*

MEETING TIME

The Park and Recreation Commission meeting will start at 6:30 PM, so that the annual Field Scheduling Summit can be held at 7:30 PM.

VACATION

I'll be on vacation from January 20-26th. I will coordinate with the Assistant Director on the agenda for the January 28th meeting. I have jury duty on January 29th, so hopefully won't be placed on a panel that takes too much time!

FIELD SCHEDULING SUMMIT

All groups have been reminded that at least one representative must be present at the meeting in order to be considered for a permit. I haven't marked out which fields will be available for specific programs, yet, as I'm waiting to get their forms with team numbers. Most groups have not submitted their special event requests, and only one group has submitted a "new program" form.

CRUMB RUBBER MONITORING REPORT

The Health Department forwarded a copy of the annual testing of the crumb rubber in-fill mix used in the synthetic fields. There continues to be no indication of any health concerns.

OUTDOOR SKATING

The only pond to reach 6 inches of black ice this season is Farley Pond. The information is posted on our website and on our Recorded Information Line. All other ponds remain under 6 inches. Safety information was sent to the Needham Times, Patch.com, and Hometown Weekly a few weeks ago and all have finally printed the information. I sent out reminders on our Notify Me e-mail links to those registered under "Recreation Information" and "Field Status." This week, Fire Chief Paul Buckley and I were interviewed for a story on the Needham Channel. Yesterday, some Fire staff were at the Reservoir to practice ice rescue drills, and other teams will follow.

HILLSIDE/MITCHELL PRE-FEASIBILITY STUDY

The Town staff Design Review Team (DRT) will meet next week to discuss various issues related to the concepts for using the DeFazio parking lot for a temporary or permanent school site. I am not a regular member of the team unless it relates to Park and Recreation or its properties, but will be attending to be involved in the discussions. Typically, issues related to permitting, building codes, zoning, engineering, safety, and others are addressed, to benefit discussions with relevant boards.

ROSEMARY POOL STUDY

The draft RFQ is being finalized and will be published within the week.

PROJECTS WITH DPW

The storage building at DeFazio is in, and has equipment stored in it. There are still some finish projects to be done around it that were delayed by the snow. The installation of electricity for interior safety lights is on the work order list for the Town electrician. The contracts are all signed, now, for the Walker-Gordon project. Survey work began this week, as did tree removal. DPW Parks and Forestry is overseeing the project and will have a staff person on site during all work days, so that issues can be handled promptly and a communication log book can be recorded for the project file. Design work is underway for the Greene's Field project and timelines for the procurement process have been developed, so we can work towards having the new playground installed, the basketball court renovated and the perimeter fencing replaced in May/June, and then the field work, including irrigation installation, backstop and sod work can start in late June and finished over the summer. Some of the project proposals submitted to Community Preservation involve DPW divisions, so various staff members are assisting with the gathering of information for the review of the proposals.

RAIL TRAIL

The Bay Colony Rail Trail Association is finalizing their Request for Quotes and has chosen three local firms with experience in rail trail development to send the RFQ. By the end of January, they should be ready to choose the firm and begin the study by mid February. The Metropolitan Planning Organization has finally sent a draft of a feasibility study to the Town Manager. The Selectmen from Needham, Dover and Medfield requested this study two years ago, and for various reasons, it was delayed. Some of the information in the report will be helpful to the consultant for the upcoming study.

PATRICK FORDE GOOD PERSON AWARD

The Youth Commission sponsors this annual award. Former Park and Recreation Commissioner Bill Dermody was a recipient a few years ago. This year, Bob Timmerman will be honored on Monday, January 28th at 5 PM at the Library. Bob grew up in Needham, and he and others in the Timmerman family have been active volunteers in town. Bob has been a guiding force behind the 5th Quarter program for Needham High students.
