

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

**Minutes of Meeting  
August 12, 2013**

**PRESENT:** Michael J. Retzky, Chairman  
Cynthia J. Chaston, Vice Chairman  
Thomas M. Jacob, Member  
David C. DiCicco, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director

**GUESTS:** Bob Cohen, Resident  
Janet Jankowiak, YMCA  
Connie Kaufman, YMCA  
Tom Conroy, Resident  
Christopher and Leigh Ling, Residents  
Pat Day, Needham Children's Center

The meeting convened at 6:02PM in the Charles River Room at the Public Services Administration Building.

1. **Minutes of Meeting:** Mrs. Chaston made a motion to approve the minutes of the July 22, 2013 meeting. Mr. Jacob seconded the motion and the minutes from the July 22, 2013 meeting were approved unanimously.
2. **Director's Report:** Submitted in writing prior to the meeting.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
  - Summer programs end on August 15<sup>th</sup> and clean up day is the 16<sup>th</sup>.
  - Next week Rosemary Pool will be open from 12:30PM to 5:30PM.
  - The pool closes for the season August 23<sup>rd</sup>.
  - Pool staff members have started to leave this week but there will be more staff then usual able to be here for the last day. Staff has been very good this summer.
  - The final Arts in the Parks concert will be the Reminisants on August 15<sup>th</sup>.
  - Getting ready for the fall programs. Registration will be September 4<sup>th</sup> and the brochure should be available next week.
4. **Action Items:**
  - A. **Armen Way Encroachment:** Mr. Retzky welcomed Leigh and Christopher Ling to the meeting. Mrs. Ling has done some research since the last meeting, including gathering information from the Planning Department and Engineering Division. The builder extended the yard beyond the boundary but was not caught by the Town surveyor. Losing part of their back yard that they believed to be part of their property is a financial loss and a loss of what was perceived to be their backyard. She expressed concern with the options of purchase or easement having been discussed if they weren't actual options for them. Mr. Retzky noted that the Commission had worked with the Lings, when permission was granted to remove trees on Town property, but that it was important to re-

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establish the actual boundary. Mr. Jacob indicated that the Commission did not have legal authorization to actually sell a parcel of land or grant an easement. The Commission was also not inclined to decrease open space, or as the Board of Selectmen or Town Meeting to support that. Mrs. Chaston noted the Commissioners do not like to be in this position but as stewards of open space, they cannot ignore the encroachment, but need to provide protection. Mr. DiCicco agreed with the comments. Mr. Jacob made a motion that the property line encroachment on Town owned land, under the jurisdiction of the Needham Park and Recreation Commission shall be rectified by the current property owners at 21 Armen Way. A plan shall be submitted adequately detailing the property line and the removal of any underground plumbing/irrigation/systems on Town property. The encroached area shall not be improved by sod or grass and shall be restored with either of the following two options: **Option A:** Relocate the irrigation system on the Town's parcel back onto the property at 21 Armen Way; remove the boulders from the Town property, grading the slope away from 21 Armen Way and plant with native shrubs to avoid erosion of the property at 21 Armen Way or **Option B:** Relocate the irrigation system on the Town's parcel back onto the property at 21 Armen Way; allow the boulders to remain in place to avoid the high financial cost and disturbance to move them; plant the Town's disturbed property with native trees and shrubs; and place permanent markers to demarcate the property line. The permanent markers could be plantings, fencing, or granite bounds. The purpose is to create a definition to avoid any future misinterpretation of the property lines. A restoration plan and all work on the Town owned parcel shall be subject to approval by the Park and Recreation Department or its designee. The encroached area shall remain fully accessible to the Town and the public. The motion was seconded by Mrs. Chaston and the motion was approved unanimously.

**B. Hillside/Mitchell Pre-Feasibility Study (Cricket):** None presented.

**C. Special Event Request: Needham Baseball and Softball (3):** Ms. Carey received the following requests from Needham Baseball and Softball: Softball Clinic on August 26-30 from 9-1:00 at Claxton Field. Ms. Carey will inform them that in order to be considered a clinic and not a camp which needs to be licensed by the Health Department they can only offer the program 4 days not 5. Ms. Carey will confirm the dates. Mr. Jacob made a motion to approve the request to have a Softball Clinic at Claxton Field on the dates confirmed by Ms. Carey. Mrs. Chaston seconded the motion and the motion was approved unanimously.

Majors and AAA Tryouts on September 21<sup>st</sup> and 22<sup>nd</sup> from 9-5:00 at Mills Field with rain dates September 28<sup>th</sup> and 29<sup>th</sup>. Majors and AAA Supplemental Tryouts on October 5<sup>th</sup> from 9-5:00 at Mills Field with a rain date of October 6<sup>th</sup>. Mr. Jacob made a motion to approve the requests for the Majors and AAA tryouts and Supplemental Tryouts. Mrs. Chaston seconded the motion and the motion was approved unanimously.

**D. Special Event Request: Junior Football:** Ms. Carey received a request from Needham Junior Football to host a Flag Football Fundraiser for Kids with Cancer on November 27<sup>th</sup> at Claxton Field from 12:45PM to 2:15PM. Mr. DiCicco made a motion to approve the request from Needham Junior Football to host a Flag Football Fundraiser

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for Kids with Cancer on November 27<sup>th</sup>. Mrs. Chaston seconded the motion and the motion was approved unanimously.

**E. Season Waiver Request:** Needham Baseball and Softball: Ms. Carey received a request from Needham Baseball and Softball to start the fall season prior to September 1<sup>st</sup>. Needham resident Bob Cohen would not like to see the door opened to allow the teams to begin practicing before September 1<sup>st</sup>. Mr. DiCicco made a motion to deny the request to begin the fall season prior to September 1<sup>st</sup>. Mrs. Chaston seconded the motion and the motion was approved 3 -0. Mr. Jacob abstained from voting.

**F. North Hill Parking Request:** Mr. Retzky recommended that representatives from North Hill attend a September meeting to clarify the parking request. Ms. Carey will invite them to the next meeting.

**G. August 26<sup>th</sup> meeting:** Ms. Carey and Mr. Jacob will attend the PPBC meeting on August 26<sup>th</sup> to get an update on the Rosemary Pool Feasibility Study.

**H. Set Fall Program Fees:** Mr. Jacob made a motion to approve the Fall Program Fees as presented by the Director, Assistant Director and Recreation Supervisor, Appendix A. Mr. DiCicco seconded the motion and the motion was approved unanimously.

**5. Discussion Items**

**A. Park and Recreation Commission Vacancy:** Ms. Carey reported that anyone interested in completing the term left vacant by the resignation of Andrea Shorthose should contact the Town Manager's office. Board of Selectmen member John Bulian will be coordinating interviews with potential replacements in September with Mr. Retzky. The Selectmen and Commission will jointly vote on the appointment.

**B. Harold J.A. Street III Trust:** To be discussed at a future meeting.

**C. Rosemary Pool Study:** The Commission agreed the Blue Sky Meeting held on July 22<sup>nd</sup> was a success with over 200 people attending. Mr. Jacob noted that many residents would like outdoor and indoor pool options, so the costs of one or both need to be reviewed. Resident and owner of the Needham Children's Center Pat Day complimented the staff at Rosemary Pool and praised the swimming instruction. She would like to encourage a positive dialogue and have everyone keep an open mind about a future pool. There are people in Town willing to help fundraise. She asked if Rosemary Pool will be open in 2014 and Ms. Carey said yes. Ms. Carey indicated that Weston and Sampson will be presenting updated information on the Feasibility Study to the PPBC on August 26<sup>th</sup>.

**D. Fall Fields:** Ms. Carey shared the Fall High School athletic schedule received from the Athletic Director. She is waiting for a few late field requests from the youth groups. Once all the requests are received she will post the fall field permits.

**E. Future Field Allocations:** To be discussed at a future meeting.

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**F. Proposed Rail Trail- Southern Section:** Ms. Carey is working with Bay Colony Rail Trail Association and Fay Spofford and Thorndike on proposals for sharing the railroad right-of-way with the MBTA between the Junction and High Rock Street. This information will be used by the Town Manager in negotiations with the MBTA.

**G. Trail Projects:** The Trails Advisory Group will be meeting on August 22<sup>nd</sup>.

**H. Greene's Field Project:** Ms. Carey reported the construction fencing has been put up and the playground equipment has been delivered to the installer and will be installed soon with a completion date in late September. She is working with the Exchange Club on a shade structure design.

**I. Walker-Gordon Project:** The project is completed. The grass recovered from the heat wave and is growing well. The goal is to have the field available for baseball for the 2014 spring season.

**J. Capital Funding- Prior Approved Projects:** Ms. Carey explained that there was \$15,000 left from the Mills Field project that was not enough to rebuild the restrooms so the funds were re-appropriated under the jurisdiction of the Town Manager. A new Mills Field project to reconfigure parking area will be reviewed in the winter and it is possible the \$15,000 can be re-authorized to go toward that project. Mrs. Chaston would like a clarification of where the \$15,000 will go and suggested that the Commissioners push for the Mills project to include new restrooms. She suggested that Town Manager Kate Fitzpatrick be invited to a future meeting to explain the allocations and re-appropriations for capital projects.

**K Greendale Avenue Chapter 40B Project:** The Town Manager and Board of Selectmen are working with a legal specialist on the review of this project. Ms. Carey will check with the Town Manager to see if it is appropriate for the Trails Advisory Group to meet with the Company interested in building the Chapter 40B project.

6. **Topics for Future Agendas:** Newman Field Project
7. **Adjournment:** Mrs. Chaston made a motion to adjourn the meeting at 8:04PM. The motion was seconded by Mr. Jacob and the motion was approved unanimously. The meeting adjourned at 8:04PM.

Respectfully submitted,

Karen A. Peirce, CPRP  
Assistant Director

Program Name	Fall 2012 Winter/Spring 2013	Recommended Fall 2013 Winter/Spring 2014	Number of classes	General Fund Deposit	Approved August 12, 2013
<b>Introduction to Dance and Movement</b>	\$60.00	\$60.00	8	\$5.00	\$60.00
<b>Itsy Bitsy Arts</b>	\$60.00	<b>\$65.00</b>	8	\$5.00	<b>\$65.00</b>
<b>Kids Night Out</b>	\$16 per child	\$16 per child	1	N/A	\$16 per child
<b>Ice Skating Lessons</b>	\$55 All levels	\$55 All levels	8	\$5.00	\$55 All levels
<b>Skateboard EDU</b>	Not offered	\$75.00	5	\$5.00	\$75.00
<b>Youth Tennis Lessons</b>	\$60.00	\$60.00	5	\$5.00	\$60.00
<b>Turkey Hunt</b>	\$3.00	<b>\$5.00</b>	1	N/A	<b>\$5.00</b>
<b>Spooky Walk</b>	\$3.00	\$3.00	1	N/A	\$3.00
<b>Nashoba Valley Ski &amp; Snowboard</b>	\$405 w/lessons \$375 w/o lessons	<b>\$410 w/lessons \$380 w/o lessons</b>	6	\$5.00	<b>\$410 w/lessons \$380 w/o lessons</b>
<b>Adult Golf Lessons</b>	\$110.00	\$110.00	5	\$5.00	\$110.00
<b>Adult Tennis Lessons</b>	\$75.00	\$75.00	5	\$5.00	\$75.00
<b>Adult Badminton</b>	\$60 Season	<b>\$65 Season</b>	25	\$5.00	<b>\$65 Season</b>
<b>Adult Basketball</b>	\$60 Season	<b>\$65 Season</b>	28	\$5.00	<b>\$65 Season</b>
<b>Adult Volleyball</b>	\$20 Season	<b>\$25 Season</b>	28	\$20.00	<b>\$25 Season</b>
<b>Senior Exercise</b>	\$25.00	\$25.00	9	\$5.00	\$25.00
<b>Senior Walking Club</b>	\$30.00	\$30.00	77	\$5.00	\$30.00
<b>Senior Yoga</b>	\$25.00	\$25.00	9	\$5.00	\$25.00
<b>Take A Hike</b>	Not offered	FREE	4	N/A	FREE