

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

**Minutes of Meeting  
May 21, 2013**

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

**GUESTS:** Janet Jankowiak, Resident  
Connie Kaufman, Resident  
Bob Cohen, Resident  
Chris Ling, Resident  
Leigh Ling, Resident  
Katy Dirks, Needham Community Center Committee  
Jo-Anne Ochala, Community Center Committee  
Polly Danielewski, Needham Community Center Committee  
Dan Shapiro, Cricket Neighbor

The meeting convened at 7:05PM in the Highland Room located in the Needham Town Hall.

1. **Minutes of Meeting of April 22, 2013:** Mr. Jacob made a motion to approve the minutes of the April 22, 2013 meeting. Mr. DiCicco seconded the motion and the meeting minutes were approved unanimously.

**Minutes of Meeting of May 6, 2013:** Mr. DiCicco made a motion to approve the minutes of the May 6, 2013 meeting. Mr. Jacob seconded the motion and the meeting minutes were approved unanimously.

2. **Director's Report:** Submitted in writing prior to the meeting. Ms. Carey will continue to monitor the Facebook and Twitter pages of the coach advertising clinics at Needham Fields. The coach does not have a permit to use any field space in Needham.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
  - Summer program registration continues with many programs doing well. The Quickstart tennis lessons have low registration numbers at this time.
  - A few more lifeguard positions are available and interviews will be scheduled.
  - Shared the staff training schedules for Pool and Program staff
  - The adult volleyball, basketball and badminton programs all end this week.
  - The Eagle Scout turn board project is being completed this week.
  - Community Garden meeting will be held on May 30.

**4. Discussion Items:**

**A. Solar Energy Exploratory Committee:** Discussed later in the meeting.

**B. Camp Property: Easements, Encroachment:** Mr. and Mrs. Ling, property owners on Armen Way indicated some inaccuracies and some areas that were not included in the report being written by Mr. Tom Leary. Mr. Retzky suggested they submit their concerns in writing to Ms. Carey and she will present them to the Commissioners. Mrs. Chaston noted she visited the property at 170 Nehoiden Street where a shed and a plot of asphalt is located on Town property. The current owner has been asked to remove the shed and is working with the Engineering Department to determine the property lines where the asphalt is located. The property is currently for sale.

**C. Proposed Rail Trail- Southern Section:** Discussed later in the meeting.

**D. Trail Projects:** Discussed later in the meeting.

**E. Rosemary Pool:** Ms. Carey reported the pool painting should be completed today. The Public Facilities Department will be helping with some smaller repair projects. The summer staff will begin preseason clean up soon. Ms. Carey is meeting with Weston and Sampson next week to review the status of the Feasibility Study. The next step will be to seek public input regarding the pool. The final report should be available in September. Jo-Anne Ochalla from the Community Center Committee asked how the Community Center Committee could help. Could they distribute a survey? Ms. Carey will be getting more information on public input at the next meeting with Weston & Sampson. As part of the feasibility study, information will be collected from pool patrons, swim team members, residents who are not pool patrons, day care centers and more to be added to the report. Community Center Committee member Katy Dirks asked about the Rosemary Trail and if it is a part of the survey. Mr. Jacob indicated the Rosemary Trail is a wonderful resource and the study is looking at the entire property but the Rosemary Trail is not part of the scope of the Feasibility Study. The Trails Advisory Group is focused on trails and they are working on trail improvements at all trails in Town. Mr. Retsky noted as the amenities are improved at the pool more people will use the facility.

**A. Solar Energy Exploratory Committee:** Ms. Carey reported the Solar Energy Exploratory Committee is working with the Town Manager to reduce the cost of energy. They have identified the top of the landfill as a potential site for solar panels. Ms. Carey shared the report completed in 2004 by Weston and Sampson which highlighted the challenges of creating access to the landfill area for recreational purposes. The Commissioners did not object to the landfill area being used for solar energy purposes.

**B. Camp Property: Easements, Encroachment:** Discussed earlier in the meeting.

**C. Proposed Rail Trail- Southern Section:** Ms. Carey is working with the Town Manager and the Bay Colony Rail Trail group to determine the next steps for outreach and plans for the Fall Town Meeting request. The Bay Colony Rail Trail volunteer group will meet next week to create an action plan to move this project forward.

**D. Trail Projects:** Ms. Peirce reported she worked with a Pollard student to complete his community service requirement clearing brush from the Ridge Hill parking lot. There are a few Eagle Scout projects that are in progress at Mitchell Woods and Ridge Hill. Conservation Director Patty Barry is working with the Town carpenters to get pricing on using a Trex like material to build the trail kiosks. Ms. Carey shared the map of the proposed Greendale Avenue 40B projects. She suggested the Commissioners write a letter to the Zoning Board of Appeals to request support for the clearing of an area included in the smaller 40B project to create access to the Greendale Trail. Ms. Carey suggested the Commissioners request an easement on the larger 40B proposed project as the Greendale Trail crosses over private property. The Commissioners support requesting access to the trail located at the smaller project and requesting an easement on the larger project property. Ms. Carey will draft a letter which she will share with the Commissioners at a future meeting. The Conservation Commission supports the trail access and has written letters of support to the Zoning Board of Appeals.

**E. Rosemary Pool:** Discussed earlier in the meeting.

**F. Greene's Field Project:** Ms. Carey reported the Greene's Field project bids are scheduled to go out this week.

**G. Walker Gordon Project:** Ms. Carey reported the Walker Gordon Field project is close to completion. Sod has been laid down on the diamond and around the irrigation heads. Wildflowers will be planted near the stone wall, there will be a small amount of fencing, tree plantings and stone boulders will be placed to keep vehicles off the field. The parking lot will have a gravel base. The playground equipment will be purchased from the state contract using Landscape Structures equipment. Temporary snow fencing will be placed around the property to keep people off the field until it is ready for use.

**H. Review of Town Meeting:** Ms. Carey reported all the Community Preservation proposed field and trails projects were approved at May Town Meeting.

**I. Spring Summer Field Use: Parking, Trash:** Ms. Carey reported the sports groups are working with their teams to be good neighbors and there has been some improvement in the trash and parking issues. The Needham Soccer Club Memorial Day Soccer Tournament will be held this weekend. A suggestion was made to revisit the amount of trash barrels located at the fields to reduce the amount of trash being left on the fields. It was also reported that the Memorial Park restrooms were recently vandalized. Ms. Carey noted the Public Facilities Department will submit a list of the damage and repairs required. Mr. Retzky suggested installing security cameras. Mr. DiCicco noted the Memorial Park

Trustees are looking at solutions for maintaining the field house restrooms. Mr. Jacob noted the “no parking” signs on High Rock Street seem to be working to prevent people from parking on High Rock Street during baseball games at Cusick Field. Mr. Jacob will contact the residents of George Aggott Road to understand their parking concerns and he will share this information at a Traffic Advisory Committee meeting.

**5. Action Items**

**A. Hillside/Mitchell Pre-Feasibility Study (Cricket):** Nothing to report at this time.

**B. Special Event Request: St. Joseph’s School:** Mr. Jacob made a motion to approve a Special Event request from St. Joseph’s Elementary School to use Greene’s Field for a Field Day on Thursday, June 6, 2013 from 9:00-12:30PM. Mr. DiCicco seconded the motion and the motion was approved. Ms. Carey will contact them to let them know they that 6:00AM is too early for set up as indicated on the request.

**C. Special Event Request: YMCA:** Ms. Carey spoke to Jen Kelly from the YMCA to inform her that Greene’s Field is permitted to Needham Baseball and Softball during the requested time. Mr. Jacob made a motion to approve the Special Event request from the Charles River YMCA to host the Annual Volunteer Appreciation Day with Radio Disney on Saturday, June 15, 2013 at Greene’s Field from 4:30-7:30PM pending approval from Needham Baseball and Softball and to include a diagram of where everything will be placed on the field the day of the event submitted to Ms. Carey prior to the event. Mrs. Chaston seconded the motion and the motion was approved. Ms. Carey shared another request for discussion only from the Charles River YMCA for a Back to School Movie Night to be held on Friday, September 13, 2013 at Greene’s Field from 5:30PM to 7:45PM. The Commissioners discussed the Greene’s Field renovation project schedule and potential neighborhood concerns. At this time it is unknown if the field project will be completed by September 13, 2013.

**D. Set Summer Program Fee: Learn to Skateboard:** Mr. Jacob made a motion to approve the recommended fee of \$155/session for the Learn to Skateboard program as presented by the Director and Assistant Director. Mrs. Chaston seconded the motion and the motion to approve the \$155 fee was approved unanimously.

**6. Topics for Future Agendas:** Newman School and Claxton Field Project Options  
DeFazio Field  
Harold J. A. Street inheritance

**7. Adjournment:** Mr. Jacob made a motion to adjourn the meeting at 8:50PM. The motion was seconded by Mr. DiCicco and approved unanimously. The meeting adjourned at 8:50 PM.

Respectfully submitted,

Karen A. Peirce, CPRP  
Assistant Director