

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

**Minutes of Meeting  
June 24, 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:** Connie Kaufman, YMCA  
Katy Dirks, Needham Community Center Committee

The meeting convened at 7:05PM in the Charles River Room at the Public Services Administration Building.

1. **Minutes of Meeting:** None Presented.
2. **Director's Report:** Submitted in writing prior to the meeting.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
  - Rosemary Pool staff training is completed, fully staffed and the pool opened on Saturday, June 22.
  - New this summer the pool booth staff will be selling ice cream novelties.
  - Summer Programs training continues this week and programs begin on July 1.
4. **Discussion Items:**
  - A. **Harold J. A. Street, III Trust:** Mrs. Chaston suggested that some of the donated funds be used for trail projects including but not limited to: purchasing hand tools, kiosks, signage, benches, a plaque with Mr. Street's name on it or a trail named in his memory. Ms. Carey indicated the trail kiosks and some signage could be completed for approximately \$12,000. Mr. Jacob would like to see a list of the items and the costs before making a decision.
  - B. **Rosemary Pool Study Status:** Ms. Carey suggested the Rosemary Pool Public Meeting be held on July 22, 2013 at the Commission meeting. The meeting will be held to hear public opinion about the future of the pool. Katy Dirks from the Needham Community Center Committee asked what a possible new facility would look like. Mr. Retzky indicated that there is not a complete vision of what would be built or the costs. The DEP permit to drain the lake expires in 2018.
  - C. **Summer Preparation:** Ms. Carey reported that all pre-season training for programs will conclude this week as programs prepare to open on July 1<sup>st</sup>. Training included serious issues, including recent tragic events including drowning in nearby towns, Newtown shootings, and Marathon bombings. She also noted the Town is implementing

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a new software program for payroll and accounts payable, a new website and a Park and Recreation Face Book page.

**D. Downtown Streetscapes Project:** Mr. Jacob is the Chairman of the Downtown Streetscapes study which is looking at safety and design elements of the Needham Center downtown area. The committee is seeking input from many people and is in the process of trying to organize the data. Mr. Jacob will present the collected data at a future Board of Selectmen meeting.

**E. Spring /Summer Fields:** Ms. Carey reported the spring recently season ended and all user groups were reminded that the season was ending. Needham Baseball and Softball did not request an extension but continued to use fields, conflicting with Industrial Co-Ed Softball and a one time field use permit holder. In order for Needham Baseball and Softball to complete their game they sent Industrial Softball to Avery Field and then residents complained that adults were playing on a youth field. During a track program practice and a baseball game at DeFazio Park, a baseball smashed a windshield in the parking lot. The owner of the car reported the car windshield was smashed, the ball was gone and no note was left. There was a complaint to the YMCA from the Greene's Field neighbors regarding loud music during the YMCA Radio Disney Volunteer Appreciation party. The YMCA reduced the volume. The YMCA has withdrawn their request for a movie night at Greene's Field and the new location will be in the parking lot at the YMCA Chestnut Street location.

**F. Proposed Rail Trail- Southern Section:** Ms. Carey and Town Manager Kate Fitzpatrick will schedule a time to meet with the MBTA to discuss the rail from High Rock Street to the Junction and the removal of the bridge over the Charles River.

**G. Trail Projects:** Two Eagle Scout projects have been completed. Holden Barth completed his trail clearing of the second section of the Charles River Trail at Ridge Hill and Alex Caulfield built and installed 9 bluebird boxes at Ridge Hill.

**H. Greene's Field:** Ms. Carey reported the playground equipment has been ordered. Contracts have been sent to the playground installer and the field renovation firm, and will be moved quickly through the process once signed and submitted.

**I. Walker-Gordon Project:** Ms. Carey reported that Parks and Forestry Superintendent Ed Olsen has had photos taken every Friday during the Walker/Gordon Field renovation project. The playground equipment has been installed and the next step will be the installation of the wood fiber surfacing.

**J.: Future Special Event Requests:** Ms. Carey would like to continue a dialogue with the Commissioners regarding the number of special event requests that are received from groups wanting to host events at athletic fields during the spring and fall ultimately taking away time from the permitted user groups. Mr. DiCicco suggested adding special events as 5<sup>th</sup> or 6<sup>th</sup> in the list of the field scheduling policy.

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**5. Action Items**

**A. Hillside/Mitchell Pre-Feasibility Study (Cricket):** No update.

**B. Playground Maintenance Specialist:** Ms. Carey will be proposing a new position for a playground maintenance specialist under her direction. It will be partially funded through the operating budget request DSR-4. Mrs. Chaston made a motion to support the concept of a Field Maintenance Specialist position proposal to be given to the Town Manager. The motion was seconded by Mr. Jacob and the motion was approved. If Ms. Carey needs more funding for this position she will come back with a request to the Commission.

**6. Topics for Future Agendas:** Mr. Harold J.A. Street donation  
Newman and Claxton Fields future use

Mr. DiCicco noted the large donation of arts and crafts supplies from Needham resident Diane Dinell Benson.

**7. Adjournment:** Mr. Jacob made a motion to adjourn the meeting at 8:20PM. The motion was seconded by Mrs. Chaston and approved unanimously. The meeting adjourned at 8:20PM.

Respectfully submitted,

Karen A. Peirce, CPRP  
Assistant Director