

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

**Minutes of Meeting  
February 25, 2013**

- PRESENT:** Michael J. Retzky, Chairman  
Thomas M. Jacob, Member  
David C. DiCicco, Member  
Andrea L. Shorthose, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director
- ABSENT:** Cynthia J. Chaston, Vice Chairman
- GUESTS:** Kate Fitzpatrick, Town Manager  
Sean McQuilliams, New England Mountain Bike Association  
Pauline Danielewski, Needham Community Center Committee  
Dan Shapiro, Cricket Neighbor

The meeting convened at 7:05PM in the Town Hall Selectmen's Chambers.

1. **Minutes of Meeting:** Mr. Jacob made a motion to approve the minutes of the January 28, 2013 meeting and the February 11, 2013 meeting. Mr. DiCicco seconded the motion and the minutes of the January 28, 2013 meeting and February 11, 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:
  - The February School Vacation Week programs were a huge success. Lego Ninjago and Lego Avengers, Thundercats Sports Jam, Cross Country Skiing and the Basketball Clinic were all full. Recreation Supervisor Nicole DiCicco organized and ran a very successful two day Winter Vacation Carnival event for 40 children. One of the activities was making bobsleds out of cardboard boxes donated from Sudbury Farms.
  - Ms. Peirce submitted a USTA grant for Quickstart tennis equipment.
  - The February Owl Prowl was cancelled due to low registration numbers. Those registered were encouraged to attend the March or April Owl Prowl. On Saturday, February 23, 2013 Ms. Peirce attended the Flying Wild workshop sponsored by the MA Wildlife Federation/Project Wild. This is the third Project Wild Workshop she has attended.
  - Ms. Peirce will attend the introductory icanhelp training on February 26, 2013. The full training will take place on March 20<sup>th</sup>.
4. **Discussion Items:**
  - A. **Draft Policy: For Use of Other Power Driven Mobility Devices on Town of Needham Trails:** Discussed later in the meeting.
  - B. **FY 14 Operating and Capital Budgets:** Discussed later in the meeting.

**Needham Park and Recreation Commission**  
**Minutes of Meeting**  
**February 25, 2013**  
**Page 2 of 3**

**C. Field Maintenance Fee:** Town Manager Kate Fitzpatrick discussed the Parks and Forestry budget for maintenance, and noted that she is not able to fund it to the level requested by Superintendent Ed Olsen for his full plan. She will be sending a request to the Commission to consider increasing the Field Maintenance Fee by \$5. Mr. Retzky shared the Commission's support for Mr. Olsen's plan and that they would discuss her request at their next meeting, and will invite the sports organizations to attend their next meeting so that they can be involved in the discussion. Mr. Jacob said that the groups would want to know that there is a benefit to any increased fee. Ms. Fitzpatrick also stated that she was not able to fund the department's request for additional overtime for DPW to do playground maintenance. She recommends that some of the clinic fees contribute towards the hiring of a part-time person, without benefits, to work with DPW and Park and Recreation on playground maintenance tasks.

**A. Draft Policy: For Use of Other Power Driven Mobility Devices on Town of Needham Trails:** The Commission reviewed the draft policy for the use of Power Driven Mobility Devices on Town of Needham Trails. A few changes were suggested. Ms. Carey and Ms. Peirce will bring the suggestions to the Trails Advisory Group for discussion. In the near future, an updated draft will be on the Commission's agenda, and approval will also be sought from the Conservation Commission, Board of Selectmen and School Committee.

**B. FY 14 Operating and Capital Budgets:** Ms. Carey reviewed the Needham Finance Committee-Fiscal Year 2014 Draft Budget Recommendations letter from the Finance Committee sent to the Town Manager Kate Fitzpatrick. The Commissioners were interested in learning more about the Parks and Forestry Budget recommendations.

**C. Field Maintenance Fee:** Discussed earlier in the meeting.

**D. Rosemary Pool:** Ms. Carey and Mr. Jacob will be attending the PPBC meeting later this evening to discuss the Rosemary Pool Feasibility Study. Ms. Carey was part of the interview team reviewing proposals from three potential companies. Weston and Sampson is the company being recommended for the Rosemary Pool Feasibility Study. Mrs. Danielewski from the Needham Community Center Committee indicated the Community Center Committee is very happy that the Commission is moving forward with this study.

**E. Community Preservation Proposals:** On March 13, 2013 the Community Preservation Committee will host a public hearing to discuss all of the submitted CPC proposals. Proposals that are being reviewed that relate to Park and Recreation are; Mills Field improvements, design funds for the Needham Reservoir Trail and the Ridge Hill Loop Trail, design funds Newman School Fields and Eastman Conservation and the connection to the Carol Brewster trail, and playground surfacing for the Newman School Pre-school playground.

**F. Proposed Rail Trail:** Ms. Carey shared information on the Rail Trail Public Workshop that will be held on March 4, 2013 at 7:00PM in Powers Hall. Information regarding the workshop was sent to Town Meeting members, northern and southern rail

**Needham Park and Recreation Commission**  
**Minutes of Meeting**  
**February 25, 2013**  
**Page 3 of 3**

trail abutters and over 300 other interested residents. Fay, Spofford and Thorndike was chosen to do the Feasibility Study and will be present at the workshop.

**G. Greene's Field Project:** Ms. Carey reported that the small working group has been able to review the design and requested a few more pieces of playground equipment and the next design concept. Ms. Carey and Parks and Forestry Superintendent Ed Olsen met with some of the Warren Street neighbors to identify unhealthy trees that need to be removed and the placement of the basketball court. For every unhealthy tree removed, at least two new trees will be planted. Ms. Carey and Mr. Olsen will recommend to the Board of Selectmen that the walking path be removed from the design plan.

**H. Trail Projects:** Ms. Piece shared a copy of the Trail Talk newsletter that was created to inform the Commissioners of different trail related information. The newsletter will be written 3-4 times a year. The next Trails Advisory Group meeting will be Tuesday, March 19, 2013 at 8:00AM.

**I. Spring/Summer Field Scheduling:** Ms. Carey is working on the spring and summer field scheduling and will continue to work with Mr. DiCicco and Mr. Jacob on this project.

**5. Action Items**

**A. Hillside/Mitchell Pre-Feasibility Study (Cricket):** Ms. Carey announced that the School Committee will be meeting on February 26, 2013 to discuss the Statement of Interest (SOI) documents for the Hillside School, the Mitchell School and the Pollard Middle School.

**6. Topics for Future Agendas:** None presented.

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

Respectfully submitted,

Karen A. Peirce, CPRP  
Assistant Director