

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

**DIRECTOR'S REPORT**

**March 8, 2013**

*Background notes for Monday, March 11<sup>th</sup>  
Park and Recreation Commission Agenda*

---

**IN MEMORIUM**

Needham lost a very active volunteer last week, with the passing of Board of Selectmen Chairman Jerry Wasserman. Jerry served on the School Committee for 9 years, in the 1990's and in 1999 was elected to the Board of Selectmen. He worked with Park and Recreation on many projects over the years, and supported many of the efforts of the board and department.

---

**RAIL TRAIL PUBLIC WORKSHOP**

The workshop was held on March 4<sup>th</sup>. The format gave attendees the opportunity to meet in small groups. Members of the Bay Colony Rail Trail board, and active volunteers, moderated the groups and helped guide the discussions with questions. Representatives from Fay, Spofford and Thorndike (FST) sat in with some of the groups, so were able to hear questions and comments directly. We are tabulating all the notes that were taken, and hope that we'll be able to provide information on questions at a follow-up meeting.

---

**CLEANING PARK RESTROOMS**

The multi-year contract for cleaning the High School and restrooms at DeFazio, Claxton, Memorial and Cricket will end on June 30, 2013. I'm working with a team to put together a revised request for proposal that will also include the Pollard Middle School. The Public Facilities Department now has a person on staff who works the night shift and supervises evening custodians and the cleaning services, so he will be assisting us with inspections and reports.

---

**CONFLICT OF INTEREST TRAINING**

Just a reminder...the on-line test needs to be taken by board members and staff, and then a copy of the certificate of completion and a signed acknowledgement need to be submitted to the Town Clerk. Our seasonal staff is only required to acknowledge receipt of the information, but do not need to take the on-line test.

---

**POOL STUDY**

The PPBC unanimously voted to approve awarding the contract for the pool study to Weston & Sampson. All the contractual paperwork is being handled now, and Weston & Sampson has been sent multiple documents to review for background information. I'll likely meet with the project managers to give additional information prior to our first staff working group meeting in mid-March.