

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

**MINUTES OF MEETING
October 11, 2011**

PRESENT:

Thomas M. Jacob, Chairman
Michael J. Retzky, Vice Chairman
Cynthia J. Chaston, Member
Brian S. Nadler, Member
Andrea L. Shorthose, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director

The meeting convened at 7:00 PM in the Charles River Room located at the Public Services Administration Building

1. **Minutes of Meeting of September 26, 2011:** Mr. Nadler made a motion to approve the minutes of the September 26, 2011 meeting. The motion was seconded by Mrs. Chaston and the motion was approved.
2. **Director's Report:** Submitted in writing prior to the meeting. Ms. Carey noted the departments designated to move moved back to Town Hall over the weekend.
3. **Assistant Director's Report:** Ms. Peirce reported that on October 12th she is attending the Moving Together Conference in Boston sponsored by the Department of Transportation. The Needham 300 Clean Up event will take place on Saturday, October 15th. In order to meet one of the goals to become more active in teen programming Ms. Peirce will begin attending the Needham Youth Substance Abuse Coalition monthly meetings and she will attend the 5th Quarter activity at the High School after the October 14th Football Game. The 5th Quarter provides a venue for teenagers to gather, dance, play ping pong, foosball and hang out in a safe supervised environment. October 22 will be the 15th Annual Spooky Walk. Volunteers are still needed to help. Many of the youth programs including Ballet, Itsy Bitsy and Ice Skating are beginning next week.
4. **Discussion Items:**
 - A. **Walker Gordon Update:** Ms. Carey shared the map of the Walker Gordon project plans. The plans will be presented to the Conservation Commission within the next 2-4 weeks.
 - B. **Special Events Discussion:** Ms. Carey resumed the discussion that began at the last meeting regarding ways to balance special event requests vs. regular group use. Mr. Jacob asked Ms. Carey to create a list of all the special event requests with a time line. The High School is requesting more special events along with more regular user groups wanting to host

jamboree and clinics. The events in isolation are worthy but grouped together become overwhelming to schedule. Options suggested include rotation of venues every few years or having flexibility when the events can be scheduled. Ms. Carey will provide the list of special event requests to review at the next Commission meeting.

- C. Field Scheduling Update:** Mr. Jacob has been working with the Needham Soccer Club and Boy's and Girl's Lacrosse to help alleviate spring field scheduling issues. Ms. Carey will check with the three groups to see what resulted from their last meeting. Mrs. Chaston revisited the subject of coaches keeping players on the fields until the lights turn off. Ms. Carey reported the teams have all been notified about the safety issue and she will add the topic to the Field Summit agenda for discussion.
- D. Health Department Testing:** The annual testing of the crumb rubber was scheduled to take place two weeks ago at DeFazio and Memorial Park synthetic turf fields. Ms. Carey discovered that the Health Department also scheduled a testing of water that runs-off the synthetic fields.. Ms. Carey is unclear about exactly what was tested and why. No results of testing have been received. Ms. Carey has asked the Health Director to provide written information about the testing for the Commission and the Trustees of Memorial Park, and has asked the DPW to make sure she is notified in advance of any testing requested by other departments. Mr. Jacob will contact the Chairman of the Board of Health to request collaboration between the boards on discussions about testing and other important issues.
- E. Parking Issues:** The DeFazio Park neighbors are very concerned about the parking on George Aggott road and children crossing Dedham Ave. to get to DeFazio Fields. Park and Recreation has done many things to alleviate the problem by contacting the Needham Police Department, contacting the Traffic Advisory Committee, and meeting with user group representatives. Suggestions have included have the organizations hire a parking monitor on game days or invest in some type of portable signage that neighbors can put out on game days. Mr. Jacob will speak to the Needham Little League to see if they can provide signs for the neighbors. Commissioner Nadler suggested if the neighbors want to go further with this matter they should seek the advice of the Needham Police Department and the Traffic Advisory Committee as he feels that the Commission has done everything in their power to address the neighbors parking concerns. Mrs. Chaston asked about the traffic at DeFazio Field parking lot. This topic will continue to be discussed to find some long and short term solutions and will be added to the Field Summit Agenda.

- F. Projects with DPW:** The fencing project at Mills Field has been delayed but should be completed in the next few weeks. The Parks and Forestry Department is currently aerating and seeding all fields. Parks and Forestry Superintendent Ed Olsen is creating a list of what needs to be done at each field and a how to get the work done which will be shared with the Commission.
- G. Rail Trail:** Ms. Carey, Mr. Jacob and Mr. Retzky will be meeting on October 13th with the Town Manager and two Selectmen to discuss the proposed Bay Colony Rail Trail. The Dover Selectmen have scheduled a meeting with Iron Horse to discuss the removal of the rails in Dover at no cost. Ms. Carey has been in contact with one of the Dover Selectmen to get Needham involved in this discussion. Mr. Nadler suggested that someone contact Mr. Sam Bass Warner to find out about his comments about a project at Rosemary Lake. Ms. Carey will discuss with Planning Director Lee Newman and report back to the Commission. Mr. Nadler asked for more clarification of the money that has been designated for the feasibility study of Rosemary Pool. Ms. Carey stated this topic will be discussed at the meeting on October 13th with the Town Manager and Selectmen along with the Cricket building renovation project, dog parks and the rail trail. The Commissioners are in agreement that Rosemary Pool should be number one on the list of priorities.
- H. Trails Projects:** Ms. Peirce noted the Trails Advisory Group met on September 23rd and they are reviewing the materials to be used for the Trail Steward program. Corrections will be reviewed at the October 21st meeting. Olin College students contacted Ms. Peirce about becoming more involved with caretaking of Needham Trails. She will meet with the students on October 13th to discuss how students can become involved.
- I. Draft Policies:** Mr. Jacob reviewed the process of approving the Draft Policies. The High School Athletic Director and the High School Principal have received a copy of the Draft Policy. A meeting was scheduled to review the Draft Policy today but was cancelled. Ms. Carey will reschedule this meeting with Mr. Jacob, Mr. Nadler, Memorial Park Trustee Dave DiCicco, and the High School Principal Jonathan Pizzi and the Athletic Director Micah Hauben. They will have the opportunity to discuss and the information will be shared with the Trustees and Commission. It is hoped that the other organizations will be invited to give input at a meeting in late November or early December. Once the Memorial Park Trustees, School Committee and Park and Recreation Commission vote on the Policies they will be implemented in 2012.

- J. Community Center of Needham, Inc.:** The Community Center of Needham Inc. will be hosting a round table discussion on Friday, October 28, 2011 from 8:00-10:00AM. Ms. Carey and Mr. Jacob will attend.
- 5. Action Items:**
- A. Special Event Request: Booster Club Christmas Tree Sales:** Mr. Nadler made a motion to approve the request from the Needham Booster Club to offer Christmas Tree Sales at Claxton Field in the Quarry Area. Set up will begin on November 12th with sales beginning November 27th and ending on December 23rd. Ms. Carey will provide details on how to operate, including the deadline for clean-up. Mrs. Chaston seconded the motion and the motion was approved.
- B. Special Event Request: Soccer Club Needham 300 Jamboree:** Mr. Nadler made a motion to approve the request from the Needham Soccer Club to host the Needham 300 Jamboree on Saturday, October 15, 2011 from 1:00-9:00PM at DeFazio synthetic fields 1 & 2. The motion was seconded by Mr. Retzky and the motion was approved. Ms. Carey will make sure they have someone monitoring the parking at DeFazio Park.
- 6. Topics for Future Agendas:**
- 1 Rosemary Pool Study
 - 2 Cricket Renovation
 - 3 Status of Field Improvement Fund

The November meetings will be held on November 14th and 28th.

7. Adjournment of Meeting: Mr. Nadler made a motion to adjourn the meeting at 9:26PM. The motion was seconded by Mr. Retzky and the meeting adjourned at 9:26PM.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director