

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

**Minutes of Meeting  
February 24, 2014**

**PRESENT:** Michael J. Retzky, Chairman  
David C. DiCicco, Member  
Matthew M. Toolan, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director

**ABSENT:** Cynthia J. Chaston, Vice Chairman  
Thomas M. Jacob, Member

**GUESTS:** Janet Jankowiak, YMCA Board Member  
Katy Dirks, Needham Community Center  
Yasue Keyes, Needham Community Center  
Bill Paulson, Monica Graham, Melissa Landis, Josh Levine, Michael Distler,  
Mike Verdun, Karen Bejian, Donna Verdun- Dog Park Committee  
Dan Shapiro, Cricket Neighbor

Mr. Retzky called the meeting to order at 7:10 PM in the Charles River Room at the Public Services Administration Building.

1. **Minutes of Meeting: February, 10, 2014:** Mr. Toolan made a motion to approve the minutes of the February 10, 2014 meeting. Mr. DiCicco seconded the motion and it was passed.
2. **Director's Report:** Submitted in writing prior to the meeting.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
  - o The Nashoba Valley Ski/Snowboard program had a rocky start due to bad weather but ended on February 15<sup>th</sup> with a successful season. The chaperones, children and staff at Nashoba all added up to an exciting popular program.
  - o Not Your Average Joe's is sponsoring Dining for A Cause today. 15% of the proceeds will go towards the Bay Colony Rail Trail.
  - o The Catalyst Skateboard Program to Subliminal Skate Park has been cancelled due to low enrollment. Ms. Peirce will publicize the second session coming up on March 26<sup>th</sup>.
  - o The six February Vacation Week Programs were all filled or nearly filled and ran successfully.
  - o The Trails Advisory Group met on February 14<sup>th</sup>. Projects include designing the trail brochures, maps and organizing the Trail Clean Up Day on April 12<sup>th</sup>. The Conservation Commission is encouraging residents to support the CPC funding for the reconstruction of the Ridge Hill Trail bridges. The next First Saturday Walk at Ridge Hill will be held on March 1 at 10:00AM.

- Working with Andrew Bejian to finalize details for an Eagle Scout project which will include installing signs at the Rosemary Trail entrances, installing a kiosk, mowing the meadow and general clean up of the area. Mr. Bejian will submit a maintenance request to the Conservation Commission and will attend one of their upcoming meetings for approval to move forward with the project.

#### 4. Discussion Items

- a. **Dog Park:** Mike Verdun, Bill Paulson and Michael Distler attended the meeting to inform the Park and Recreation Commission on the progress of the Dog Park Committee. They anticipate the temporary ½ acre dog park to open at the Nike Site later in 2014, for Needham residents, only, after raising \$20,000. It will be a recreation space for dogs and help build community amongst the dog owners. Use will likely be busiest in the early mornings and late afternoons/evenings. About 15 parking spaces will be needed. It is anticipated that annual maintenance costs will be \$6,000-8,000, with funding from the increase in dog license fees. The Stanton Foundation could possibly provide funds for a permanent dog park location The Dog Park Committee hopes that the Park and Recreation Commission will consider finding a permanent space at it makes long-term plans for property under its jurisdiction.
- b. **Town-Wide Facilities Study:** Ms. Carey reported the working group has met twice with the consultants. A draft of the visioning sessions has been shared with the Commissioners. The consultants have been meeting with department managers to gain additional information. Ms. Carey and Conservation Director Matt Varrell provided information on properties. The next working group meeting will be held the second week in March. Although there is a difference of opinion on the working group, Ms. Carey recommends the working group begin reaching out to the residents early in the process to engage the community.
- c. **School Feasibility Study:** No new information to report.
- d. **Rosemary Pool Study:** At the last Commission meeting, the Commissioners had a lengthy discussion about the feasibility study and the future of Rosemary Pool. Mr. Retzky would like to begin planning another public meeting to share the Commission's thoughts on the study including what option(s) is considered most viable. It seems there is some agreement that the vision to have year round access to the building for programming purposes along with the outdoor pool would be ideal if funds were made available. The Commissioners will discuss the project and develop a plan to move forward at the next meeting when all the Commissioners are present. Janet Jankowiak indicated the YMCA is willing to meet with the Commissioners to discuss the future plans.
- e. **Spring/Summer Field Scheduling:** Ms. Carey announced the field schedule for spring and summer is very close to completion. It will be on-line in March.

- f. **Newman/Eastman Conservation Project:** Ms. Carey reported that nine proposals were received and 3 companies were interviewed. Weston and Sampson was chosen to manage the Newman/Eastman Conservation project. Once the contract is final they will begin designing the project with the working group. A design should be available sometime in the summer of 2014.
- g. **FY'15 Operating/Capital Budgets:** The Finance Committee has voted to support the Town Manager's recommendation for the Park and Recreation budget, which is the full request of the department.

**5. Action Items**

- a. **PPBC Request: Contractor Parking:** Ms. Carey shared a request from the Public Facilities Department to allow 12 contractor vehicles to park at Mills Field during the St. Mary's Street Pump Station renovation project. Mr. DiCicco made a motion to approve the request from the Public Facilities Department to park up to 12 vehicles at the Mills Field parking area located on Ellis Street during the St. Mary's Street Pump Station renovation project. Mr. Toolan seconded the motion and the motion was approved. Mr. Retzky suggested taking photos of the parking area pre-construction. Ms Carey will provide parking regulations and guidelines for the Project Manager Phaldie Taliep. If parking violations occur the parking approval will be rescinded.

**6. Topics for Future Agendas:** Plan a schedule to move the Rosemary Pool project forward.

**7. Adjournment:** Mr. Toolan made a motion to adjourn the meeting at 8:28 PM. The motion was seconded by Mr. DiCicco and the meeting adjourned at 8:28 PM.

Respectfully submitted,

Karen A. Peirce, CPRP  
Assistant Director