

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

**Minutes of Meeting  
June 23, 2014**

- Present:** Cynthia J. Chaston, Chairman  
Thomas M. Jacob, Member  
Matthew M. Toolan, Member  
Michael J. Retzky, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director
- Absent:** David C. DiCicco, Vice Chairman
- Guest:** Janet Jankowiak, YMCA Board Member  
Connie Kaufman, YMCA Board Member  
Bill Monahan, Paul Siegenthaler - Needham Baseball and Softball  
Katy Dirks, Needham Community Center  
Mark Miskin, Needham Soccer Club  
Anne Gulati, Needham School Department  
Greg Bayse, Needham School Department  
Ed Olsen, Superintendent of DPW Parks and Forestry  
Rick Merson, DPW Director  
Gene Bolinger, Michael Moonan, Brandon Riley - Weston and Sampson

Mrs. Chaston called the meeting to order at 7:04 PM in the Charles River Room located in the Public Services Administration Building.

- 1. Minutes of Meeting of June 9, 2014:** None Presented.
- 2. Director's Report:** Submitted in writing prior to the meeting. The pool and program preseason is officially over and summer programs have begun.
- 3. Assistant Director's Report**

Ms. Peirce reported the Rosemary Pool opened up as scheduled. One lifeguard position is still available. Session One of swimming lesson begins on June 30<sup>th</sup>. The majority of summer programs began today.
- 4. Discussion Items**
  - a. Town-Wide Facilities Study:** Mr. Toolan and Ms. Carey attended the recent Town-Wide Facilities Study working group meeting. The next step for the working group is to agree on the prioritization of the different parcels. It seems the group is leaning towards Parcel 74 for the DPW location but in order to move forward more information is needed. There

are questions about legal redistricting of parcels, abutter impact and questions about the RTS as a potential site recognizing issues such as traffic and the location of a gas pump. The RTS has a lot of acreage but the type of use is limited by wetlands. Final decisions will hinge on the School Committee plan for the location of the Hillside School.

- b. NSTAR Vegetation Removal Notification Regulations:** Ms. Carey reported that Representative Denise Garlick took on the project to have NSTAR follow a notification process when removing vegetation. The removal of vegetation could impact the DeFazio landscape.
- c. Summer Season: Programs, Pool:** Ms. Carey reported the Summer Program and Pool Supervisors did a great job during the preseason to get the pool and programs organized for their opening days. The Meet and Greet Day at Cricket for children and parents was very well attended. She also thanked DPW, especially Parks and Forestry for all of their hard work in the preseason, and with helping to move supplies and provide support to the pool staff.
- d. Office Transition:** Discussed later in the meeting.
- e. School Feasibility Study:** Discussed later in the meeting.
- f. Harold J.A. Street III Trust:** Discussed later in the meeting.
- g. Trails Projects:** Discussed later in the meeting.
- h. Rosemary Pool Project:** Discussed later in the meeting.
- i. Newman/Eastman Conservation Project- Weston and Sampson:** Gene Bolinger, Mike Moonan and Brandon Riley from Weston and Sampson gave an update on the Newman/Eastman Conservation Project. A copy of the presentation can be found in Appendix A. The wetlands have been flagged and the initial soil testing has been done. They are looking at the project in two parts. The first part of the project is to upgrade the playing fields looking at new amenities, field alignment and configuration and ancillary facility replacements of fences, benches and backstops. Also included will be new grading and innovative drainage and irrigation systems that will benefit not only the school but the community at large. The second part of the project is to make some meaningful updates to the trails and conservation area to become ADA compliant with boardwalk and wetland improvements. The environment lends itself to be an outdoor classroom using a variety of different designs. The next step is to have a session for the stakeholders to share ideas and look at different design options. At that time concepts can be developed and narrowed down to the preferred plan. Weston and Sampson will begin seeking out advice from the Conservation commission on vegetation management. Clarification questions were asked, and more detail will be available at upcoming working sessions with the School Department and community groups. Ms. Carey reminded all that the primary purpose of the site is for the Newman School, so that the final design needs to work for

school purposes. Mrs. Chaston indicated she would like hear from the user groups to have input to make the project all encompassing and be usable as possible.

#### 5. Action Items

**Special Event Request: Needham Baseball and Softball:** A request from Needham Baseball and Softball host a District 3 Williamsport Baseball Game on 6/28, 6/29, 6/30, 7/1, and 7/6 at Small Field. The Commissioners indicated that as a requirement for approval there must be a Needham Baseball board member at the field at all times. Mr. Retzky made a motion to approve the request from Needham Baseball and Softball to host District 3 Williamsport Games on 6/28, 6/29, 6/30, 7/1, and 7/6 at Asa Small Field at DeFazio. Mr. Toolan seconded the motion and the motion was approved.

#### 4. Discussion Items

**d. Office Transition:** Ms. Carey reported she will likely look for someone to help part time in the office during the summer and she will work with the Human Resources Director regarding posting the Assistant Director position.

**e. School Feasibility Study:** No new information is available.

**f. Harold J.A. Street, III Trust:** The trail signs have been received and the Rosemary trail signs will be put up this week.

**g. Trail Projects:** Andrew Bejian will begin his Eagle Scout Project installing a kiosk at the Rosemary Trail, a welcome sign for Rosemary Pool, and 4 small trail signs at the other less visible entrances to Rosemary trails. He is also planning to clear the trails to widen the paths and mow the meadow area.

**h. Rosemary Pool Project:** The Assistant Town Manager is currently working on a financing plan for discussion this summer.

**a. Newman/Eastman Conservation Project- Weston and Sampson:** Discussed earlier in the meeting.

#### 6. Action Items

**a. Special Event Request: Needham Baseball and Softball:** Discussed earlier in the meeting.

**Topics for Future Agendas:** Newman/Eastman Conservation Project input from field user groups. Projects- Divide up the workload between the Commissioners to assist the Director.

- 7. Adjournment of Meeting:** Mr. Jacob made a motion to adjourn the meeting at 9:15 PM and the motion was seconded by Mr. Retzky. The motion was approved and the meeting adjourned at 9:15 PM.

Respectfully submitted,

Karen. A. Peirce  
Assistant Director

# Parks and Recreation Commission Meeting Project Update



JUNE 23, 2014

Newman Fields + Eastman Conservation Area

TOWN OF NEEDHAM  
MASSACHUSETTS  
PARKS & RECREATION DEPARTMENT

Spurr  
MASSACHUSETTS  
PARKS & RECREATION DEPARTMENT

## Meeting Agenda

1. Work Completed to Date
2. Schedule Updates + Milestones
3. Preview Preliminary Design Concepts
4. Outline Next Steps



Newman Fields + Eastman Conservation Area

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## Refresher | Primary Project Goals Playing Fields



1. All new amenities
2. Orientation
3. Dimensions (meet various sports programming needs)
4. Ancillary facilities
5. New grading
6. New drainage + irrigation
7. Other value-added, multi-generational upgrades
8. Wetland enhancements

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## Refresher | Primary Project Goals Eastman Conservation Area



1. Boardwalk/ Wetlands Classroom
2. Rock Outcropping
3. Vegetation and Wildlife Observation Point
4. Meadow
5. Pond/Eastman Dock
6. Outdoor Classroom
7. Interpretive Signage
8. ADA Compliance

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## Refresher | Primary Project Goals Current Stakeholders



1. Parks and Recreation Commission
2. Newman School
3. Needham Science Center
4. Current Permit Holders
5. Future Permit Holders
6. Needham High School Athletics
7. Residents
8. Others/Identify

Newman Fields + Eastman Conservation Area

## Schedule Update + Milestones

| Phase or Milestone      | Approx. Date       |
|-------------------------|--------------------|
| Design Development      | July   August 2014 |
| Final Design            | September 2014     |
| Permitting              | October 2014       |
| Bidding                 | January 2015       |
| Town Meeting            | Spring 2015        |
| Construction Begins     | Spring 2015        |
| Construction Concludes  | Fall 2015          |
| Conservation Area Opens | Spring 2016        |
| Playing Fields Open     | TBD                |

Newman Fields + Eastman Conservation Area



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NEWMAN FIELDS COMPLEX- EXISTING CONDITIONS



Newman Fields + Eastman Conservation Area

NEWMAN FIELDS COMPLEX- SCHEME A



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MASSACHUSETTS  
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NEWMAN FIELDS COMPLEX- SCHEME B

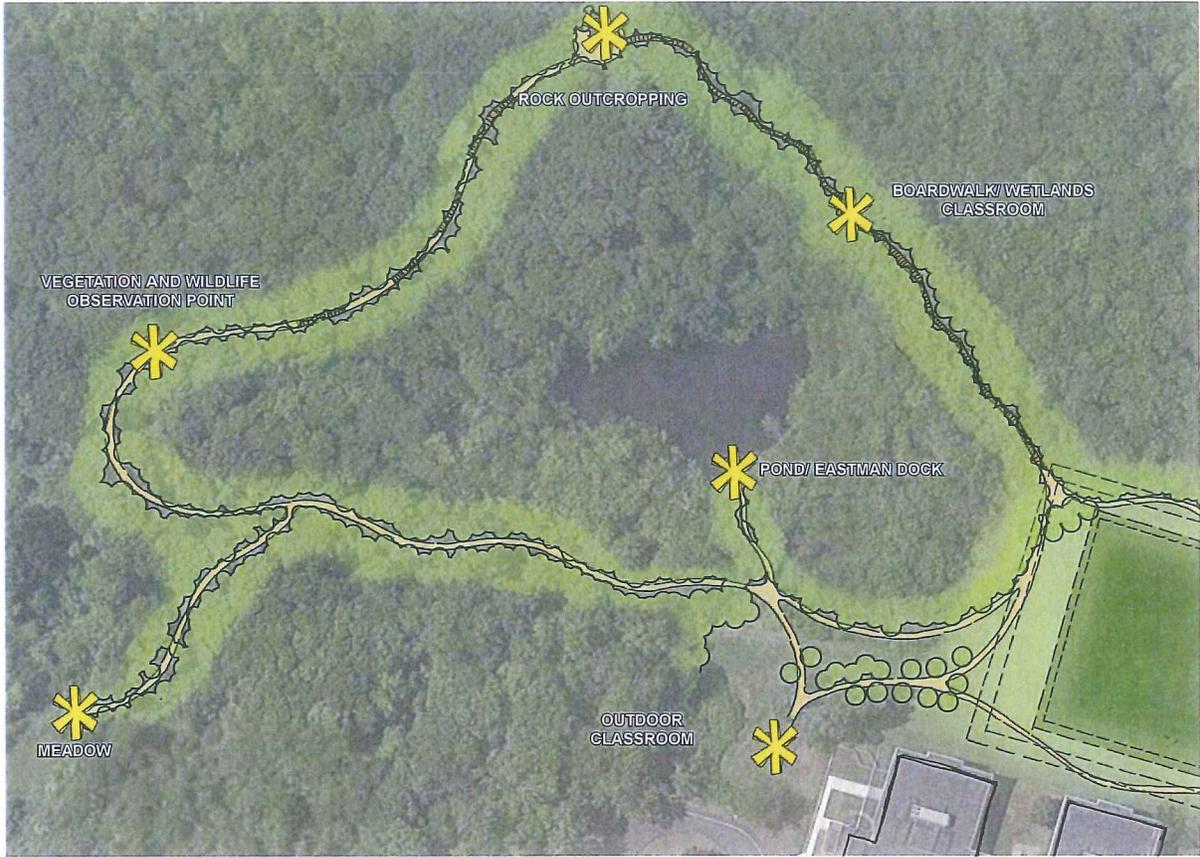


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EASTMAN CONSERVATION AREA OVERALL PLAN

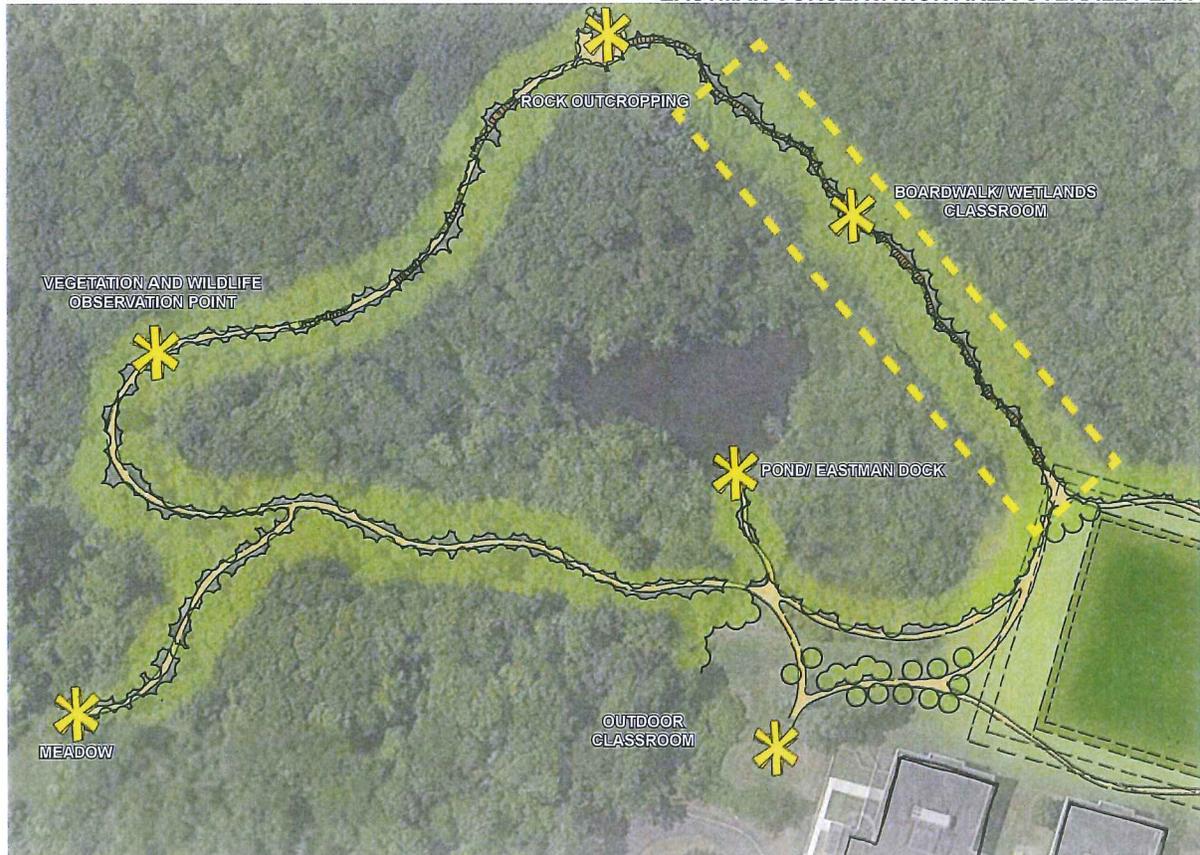


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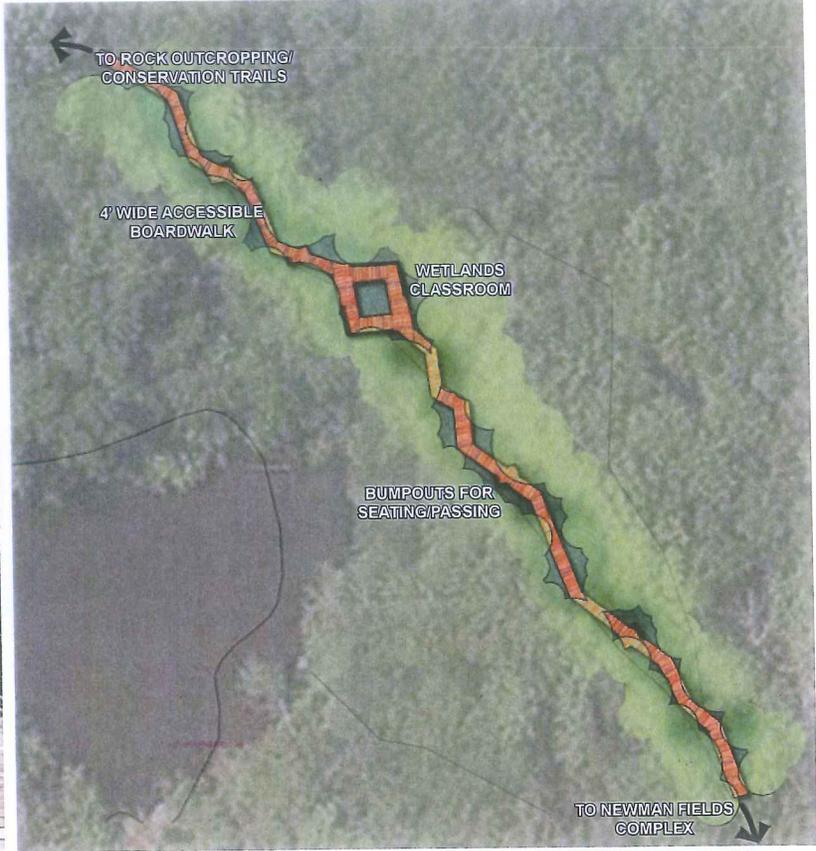


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**BOARDWALK/ WETLANDS CLASSROOM- SCHEME A**

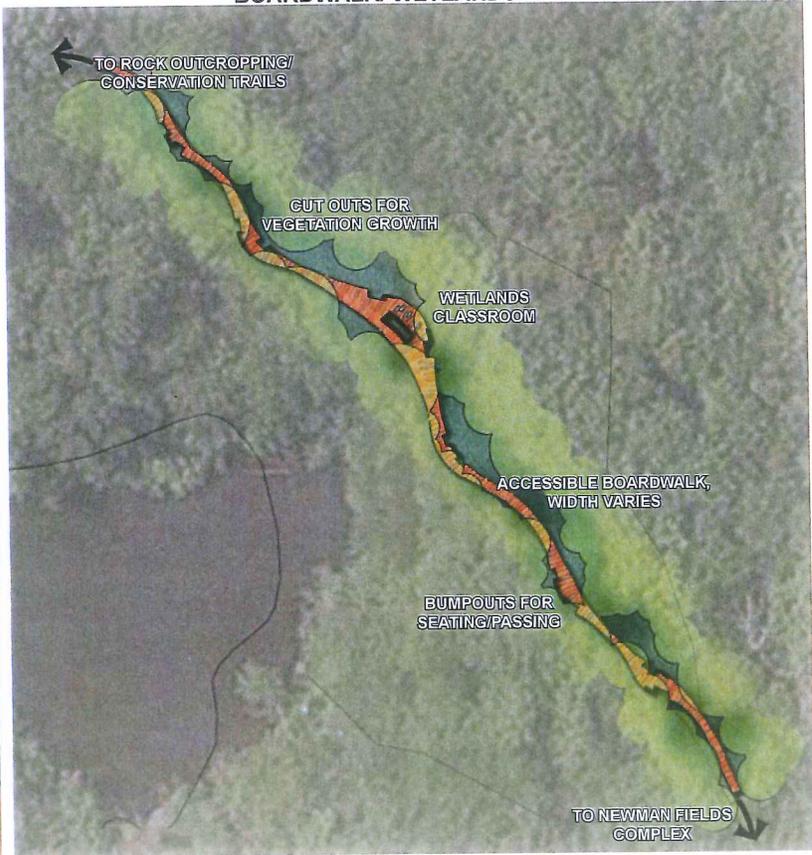


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**BOARDWALK/ WETLANDS CLASSROOM- SCHEME B**

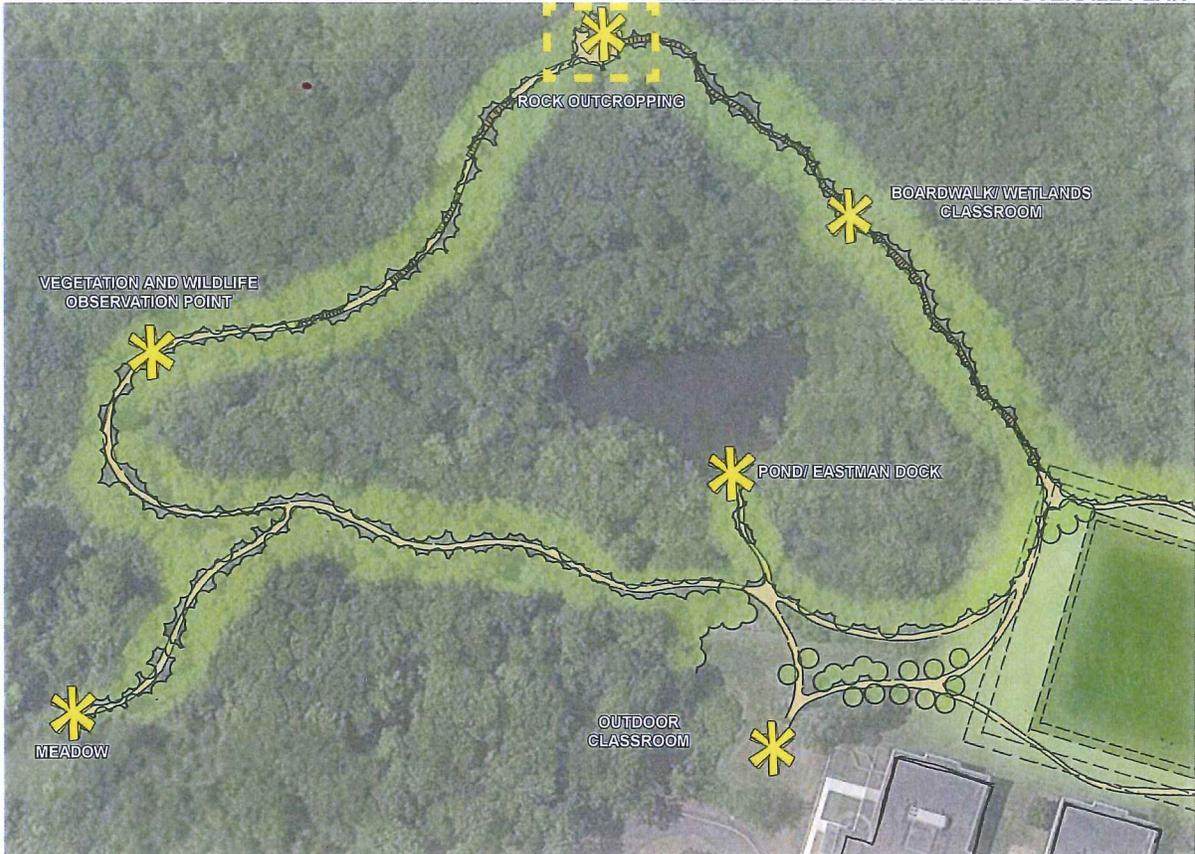


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EASTMAN CONSERVATION AREA OVERALL PLAN



Newman Fields + Eastman Conservation Area

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ROCK OUTCROPPING

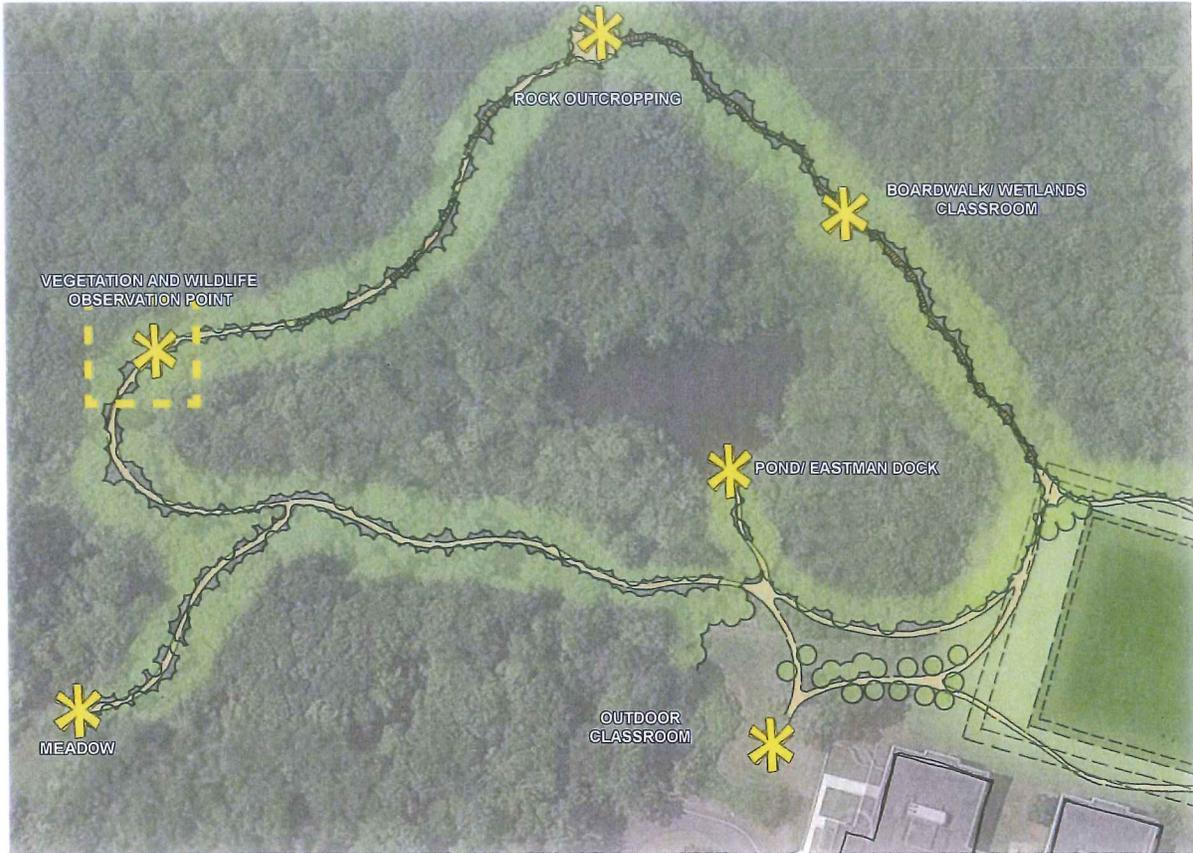


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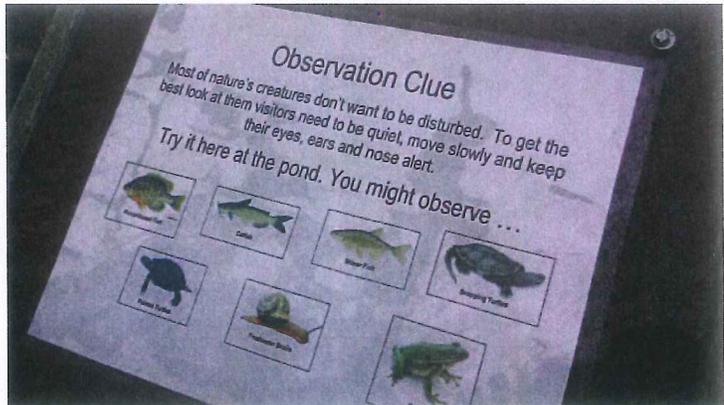
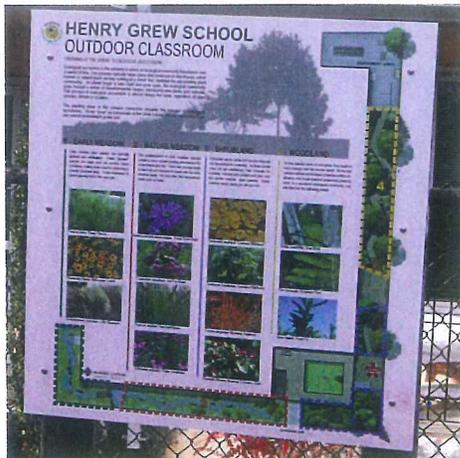


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VEGETATION AND WILDLIFE OBSERVATION POINTS

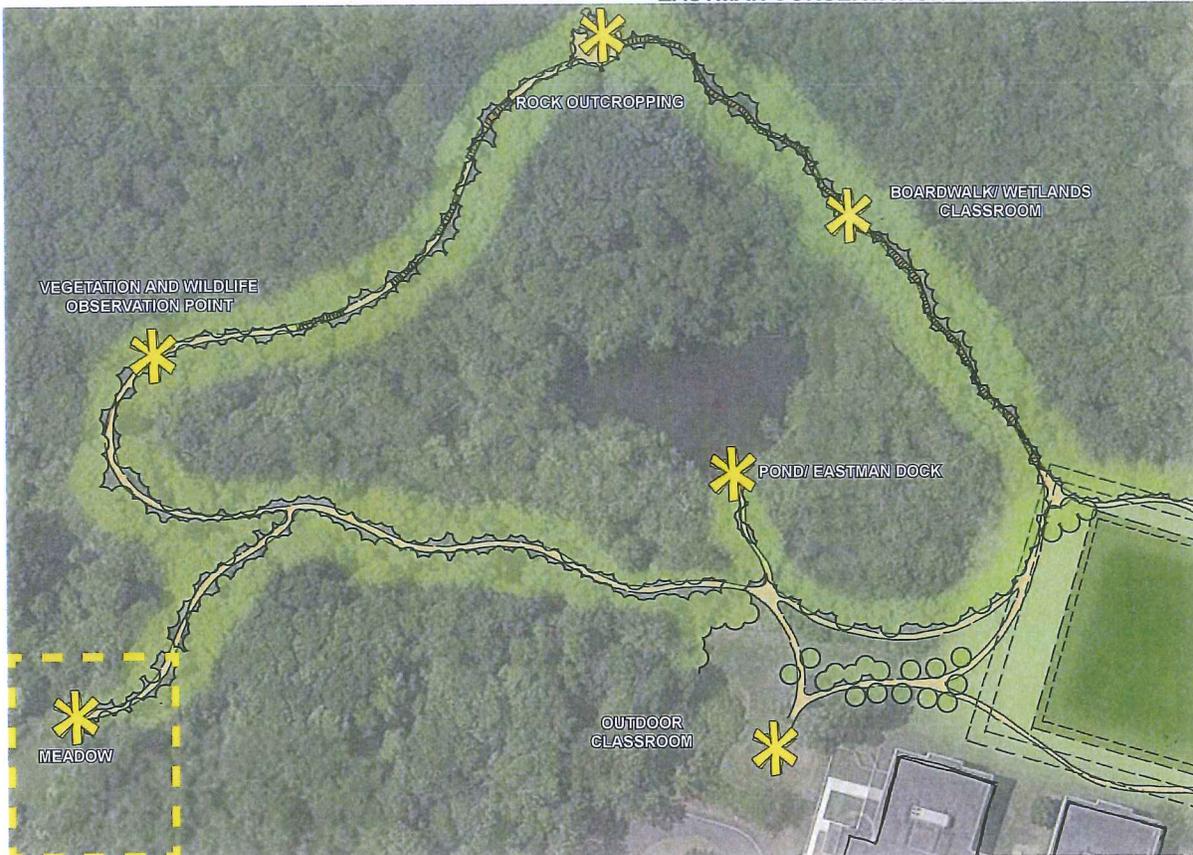


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EASTMAN CONSERVATION AREA OVERALL PLAN



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*Spurr*  
 Western Massachusetts  
 Environmental Services

MEADOW

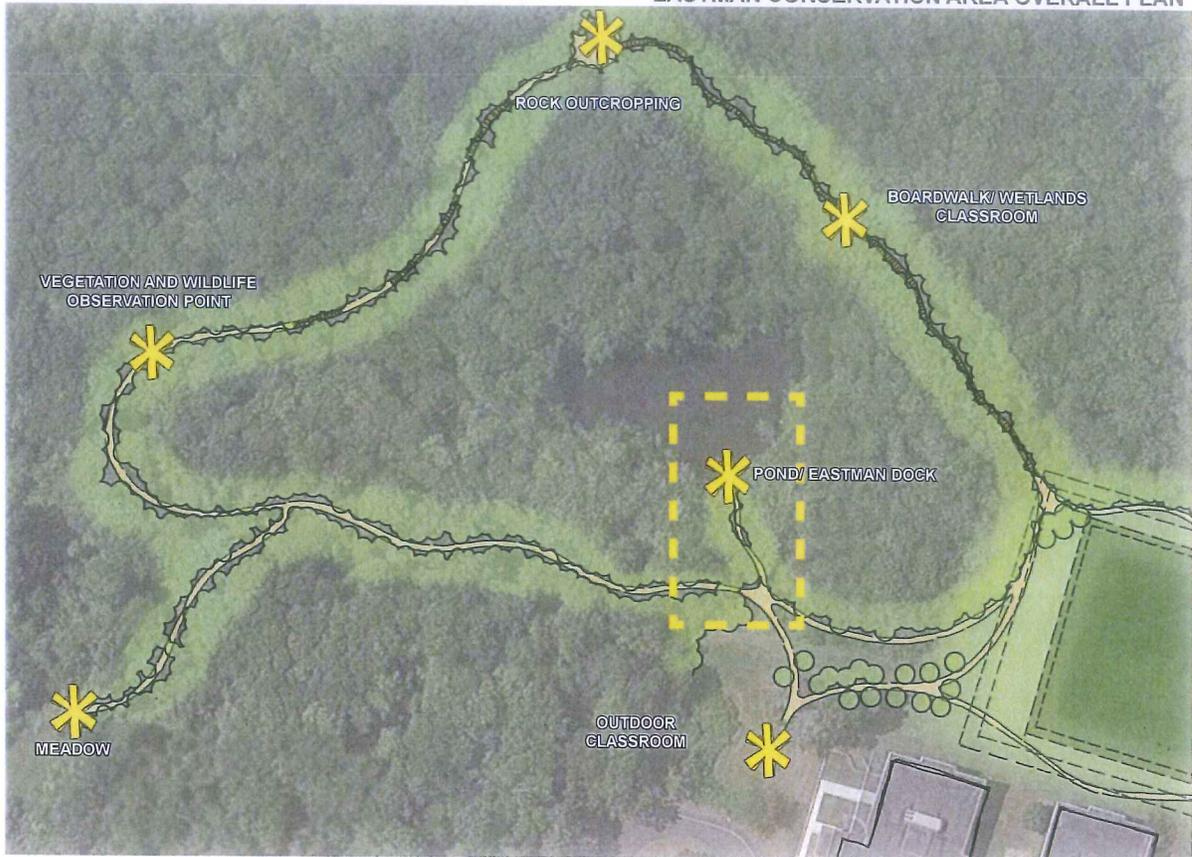


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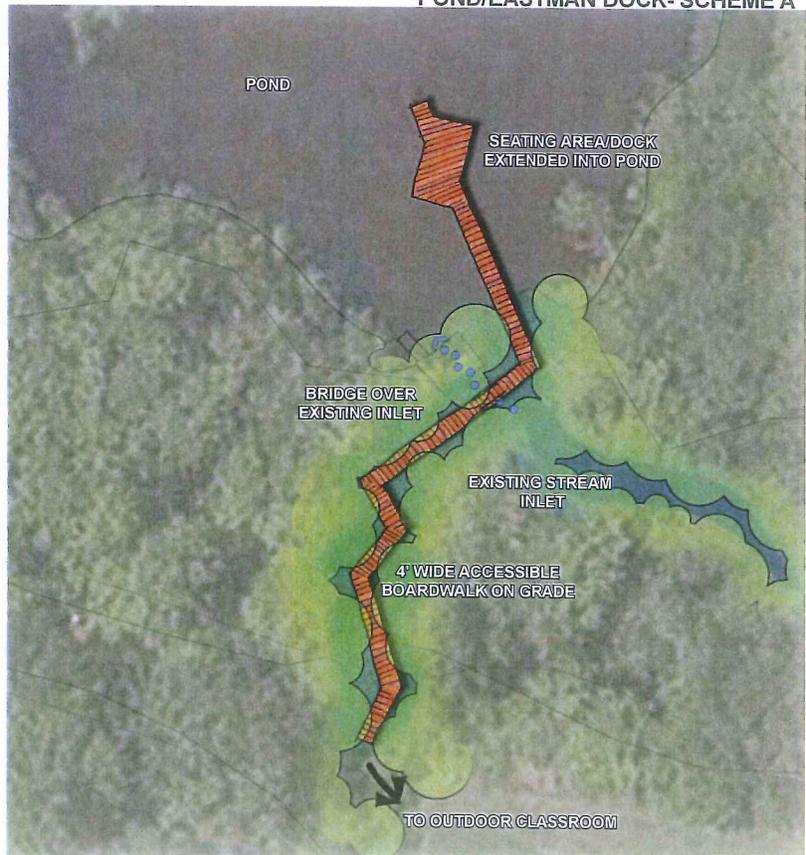


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POND/EASTMAN DOCK- SCHEME A

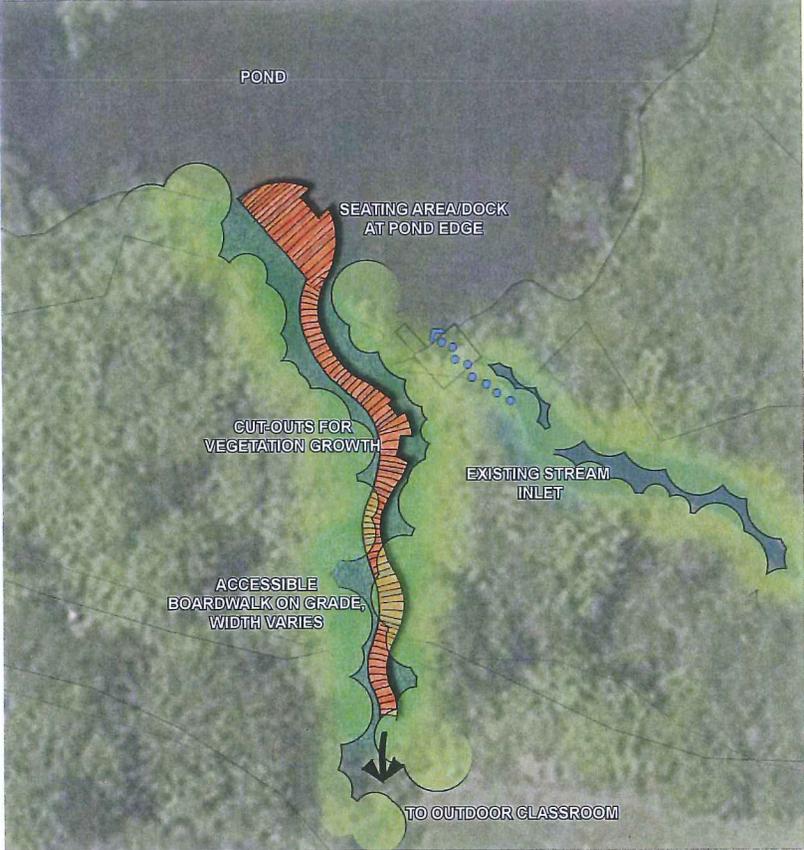
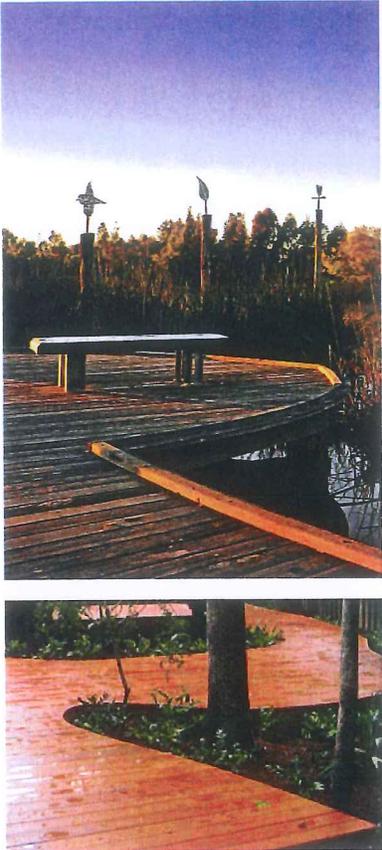


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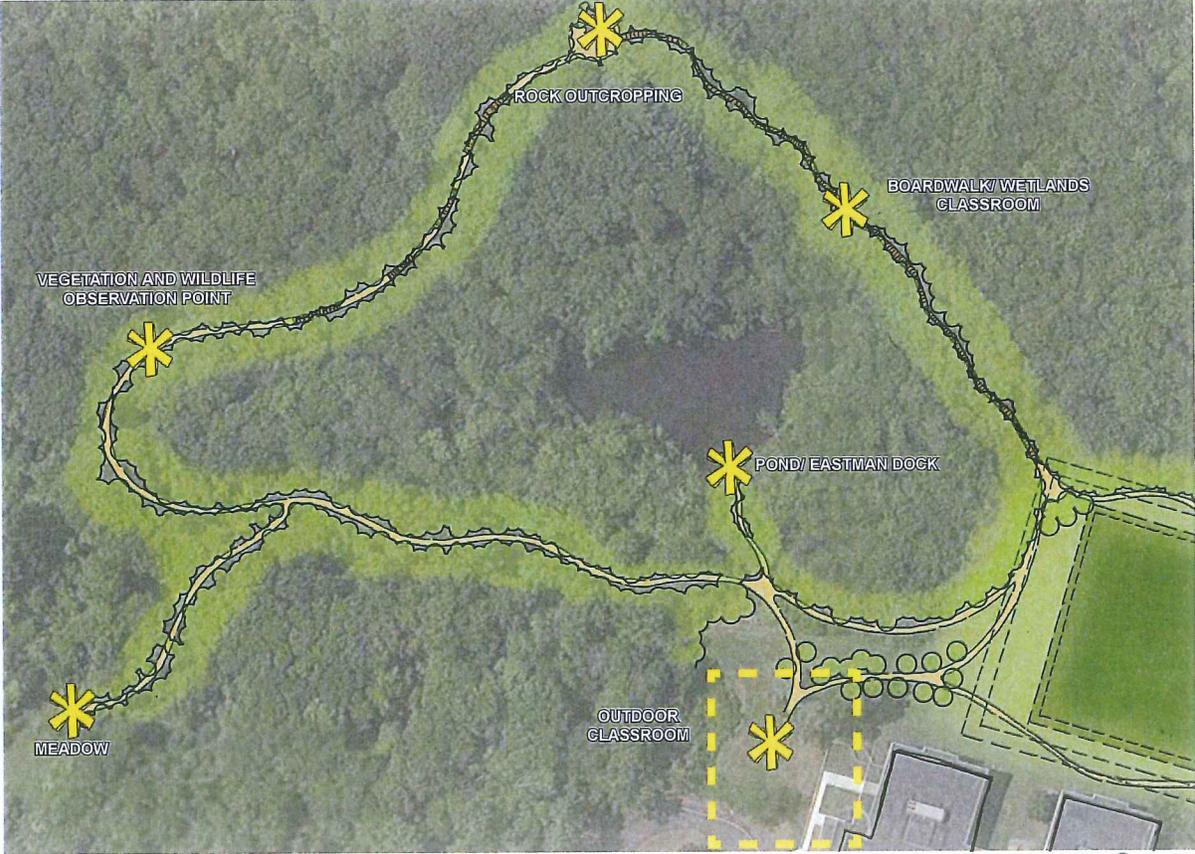


POND/EASTMAN DOCK- SCHEME B



Newman Fields + Eastman Conservation Area

EASTMAN CONSERVATION AREA OVERALL PLAN



Newman Fields + Eastman Conservation Area

OUTDOOR CLASSROOM- SCHEME A



Newman Fields + Eastman Conservation Area

TOWN OF NEEDHAM MASSACHUSETTS PARKS & RECREATION DEPARTMENT



OUTDOOR CLASSROOM- SCHEME B



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TOWN OF NEEDHAM MASSACHUSETTS PARKS & RECREATION DEPARTMENT



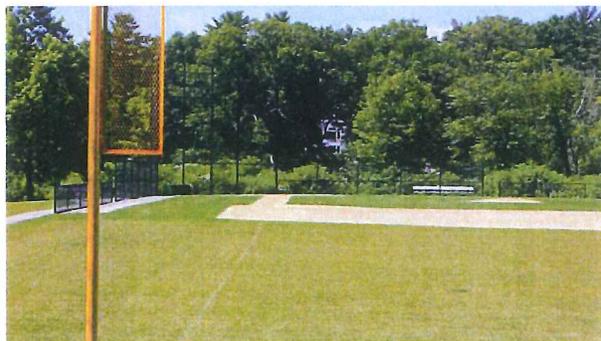


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## Next Steps



1. Make use of input from this meeting.
2. Continued coordination with Ed, Patty and other project stakeholders.
3. Confirm field details (precedents).
4. Confirm conservation area interpretive program.
5. Conservation Commission coordination.
6. Design Development | Final Design process, cost estimating

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# Thank You! Open Discussion



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