

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

**Minutes of Meeting
June 8, 2015**

PRESENT: Matthew M. Toolan, Vice Chairman
Cynthia J. Chaston, Member
Christopher J. Gerstel, Member
Patricia M. Carey, Director
Robyn G. Fink, Assistant Director

ABSENT: David DiCicco, Chairman
Michael J. Retzky, Member

GUESTS: Hank Haff, Public Facilities – Construction
Katy Dirks, Community Center of Needham
Connie Kaufman, YMCA Board Member
Georgina Ruetanik, Community Center of Needham

Mr. Toolan called the meeting to order at 7:13 PM in the Charles River Room at the Public Services Administration Building.

- 1. Minutes of Meeting – May 18, 2015:** Mrs. Chaston made a motion to approve the minutes of the meeting. The motion was seconded by Mr. Gerstel, and the minutes were approved unanimously.
- 2. Director’s Report:** Mr. Toolan made reference to the “wish list” of items for Rosemary Pool being purchased by the Community Center of Needham (CCN), thanking them for the generous donation. Ms. Carey will supply a list of items once CCN has made their final list.
- 3. Program Report:** Ms. Fink highlighted the training dates for both the summer Program Staff and Rosemary Pool Staff as well as the Meet and Greet at Cricket Field on June 26, 2015.
- 4. Discussion Items**
 - A. Rosemary Pool Design:** Project Manager Hank Haff, Public Facilities-Construction, noted the companies that attended the Rosemary Pool Design briefing session. Mr. Toolan asked if the companies were aquatic or municipal builders as he would like to see a company with pool experience first and municipal experience second. Mr. Haff said that he was aware of two of the firms experience with aquatic projects, but had not researched the third. Mr. Toolan asked if CCN’s contractor had received the RFQ information as they were not on the list. Katy Dirks from CCN stated that the firm could be a consultant to an engineering firm. Mr. Haff said the RFQ

closes June 24, 2015. At this time he has not received any questions. An Addendum #1 will be sent out with additional design for the building to accommodate more program or office space, as well as a list of attendees at the briefing session, and a copy of the slides provided at the briefing session. Mrs. Chaston would like to ensure that the main focus of the design work be on the pool project.

- B. Rosemary Pool Design Advisory Committee:** Discussed later at meeting.
- C. School Feasibility Study:** The PPBC and School Committee will hold a joint public hearing on Monday, May 22nd to provide an update on the Hillside Feasibility Study and get input on concepts. The concepts are now limited to Hillside and DeFazio, with the Pollard site and Town Forest now removed from the potential list. In addition, the DeFazio concepts are now only in the parking area. The “west” options have been removed. The PPBC studied the options for the Town Forest and Pollard School.
- B. Rosemary Pool Design Advisory Committee:** Ms. Carey provided a rough draft of a charge for an advisory committee. The Commission needs to determine the make-up of the advisory group, including the number of participants. They must also determine a process for reviewing information with the group. The committee would likely have some Town officials, but also have residents who could represent different types of pool users, both current Rosemary users, plus some who are not current Rosemary users. Once the Commission determines the format of the committee, the department can get the invitation out for applications through a variety of resources. Mrs. Chaston indicated that people who apply would need to be available to attend the meetings. Mr. Toolan would like people to answer questions including: *What is your interest in serving? What is your goal?* Mrs. Chaston suggested that two members of the Commission, possibly the Chairman and a second member, work together on the scope and then present a recommendation to the Commission.
- C. School Feasibility Study:** Discussed earlier in meeting.
- D. Newman/Eastman Projects Update:** Ms. Carey reported that contracts are now being signed by one firm who is being awarded both projects. Work will begin in June, shortly after school is released for the summer.
- E. Trail Projects – Rail Trail, Aqueduct Trail, Reservoir Trail:** Ms. Carey reported that the first phase of construction on the rail trail is completed. The contractor stayed on schedule, and did a thorough job with the back-blading of the surface, making it easier to do the work in phase 2. DPW is doing the final preparation for the bid documents for the second phase. On the future

Aqueduct trail, MWRA is working on an agreement with Babson College, as they have been given prior approval to build an athletic field over the Aqueduct. The all-person Reservoir Trail design continues to move forward. Two public hearings and a meeting with Commission on Disabilities have been held. The Conservation Commission will have an informal discussion and review of the concepts at their next meeting.

- F. Trash at Parks:** Ms. Carey and RTS Superintendent Greg Smith have been meeting with representatives from Big Belly on a possible proposal for a leasing program with the solar compactor units at parks and other public locations.
- G. Community Preservation Proposed Legislation:** Ms. Carey will be one of the speakers giving testimony on the success of CPA to the Joint Committee on Revenue at the State House this week. The committee is reviewing a bill to provide additional funds to the CPA Fund at the conclusion of the fiscal year or a long-term solution to funding. Ms. Carey will focus on successful recreation projects throughout the state.
- H. Commission Regulations, Policies, Goals:** The Commission reviewed the assignments for each Commission member and will make some recommendations to Mr. DiCicco for discussion at the next meeting.

5. Action Items

- A. Boston Foundation for Sight Request:** Ms. Carey shared information on the medical clinic and explained how people come from other parts of the country for services. The Commission suggested that Ms. Carey work with the clinic on assisting specific patients.
- B. DeFazio Parking Lot:** Ms. Carey noted that a resident attended a recent meeting of the Traffic Management committee to ask for solutions to dangerous driving and parking at the DeFazio parking lot. Ms. Carey has worked with DPW in the past to try and find solutions, which are challenging in an unpaved and undeveloped lot. Town Engineer Tony DelGaizo has developed a concept that would use barriers to create parking lanes and try to direct traffic around the lot. The Commission reviewed a concept plan. Mr. Gerstel was concerned that space was not provided for bus access. Mr. Toolan was concerned that parents would ignore the directional signs and continue to choose their own paths to move through the site. Ms. Carey will provide their questions to the Town Engineer.
- C. Special Event Request - Volunteers for Alzheimer's:** Mrs. Chaston made a motion to approve the request from Volunteers for Alzheimer's to host a

basketball tournament at the Mitchell outdoor court on Saturday, June 27 from 9 AM – 8 PM with a raindate of Sunday, June 28th. Mr. Gerstel seconded the motion and it was approved unanimously.

6. **Topics for Future Agendas:** Mrs. Chaston reminded the Commission that the Trustees of Memorial Park would like to discuss some joint issues.
7. **Motion to Adjourn:** Mrs. Chaston made a motion to adjourn the meeting at 9:05 PM. The motion was seconded by Mr. Gerstel and the meeting adjourned at 9:05 PM.

Respectfully submitted,

Robyn Fink, CPRP, CPSI
Assistant Director