

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

**Minutes of Meeting
March 28, 2016
*As amended 4/25/16***

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

GUESTS: *Sam's Hot Dogs:* Alan Rubin
YMCA Advisory Board: Janet Jankowiak, Connie Kaufman
Community Center of Needham: Amy Hurley
Commission Candidate: Michelle Geddes

Mr. DiCicco called the meeting to order at 7:02 PM in the Charles River Room at the Public Service Administration Building (PSAB).

1. **Minutes of Meetings: March 14, 2016:** Mrs. Chaston made a motion to approve the minutes of the March 14, 2016 meeting. The motion was seconded by Mr. Gerstel. The minutes of March 14, 2016 were approved unanimously.
2. **Director's Report:** The Commission reviewed the written report.
3. **Program Report:** The Commission reviewed the written report. Ms. Fink gave an overview of the MRPA Conference that she and Ms. Carey attended. Ms. Fink highlighted the lifeguard shortage that many recreation departments are facing and what they are doing to try and attract more guards. She mentioned that some recreation departments are moving away from teaching Red Cross Swim Lessons and instead creating their own programs due to the shortage of Water Safety Instructors.
4. **Discussion Items**
 - C. **Food Trucks:** Mr. DiCicco noted the citizens' petition at Town Meeting regarding food trucks. Mr. DiCicco has suggested to the Selectmen a "Friday Food Truck" special event at a park. There is currently a requirement that food trucks/ice cream trucks remain 1,000 feet away from an active recreation site. There is also a zoning by-law that prohibits private sales in residential areas. Mrs. Chaston asked if Memorial Park and DeFazio Park are in residential zones and Ms. Carey confirmed that they are. Mr. Toolan asked how the concession stand worked at DeFazio. Ms. Carey explained that when it was built, the Building Inspector determined that

volunteers could operate the stand for concessions. Over time, it has been challenging for groups to get volunteers, so for special events, only, they are able to bring in vendors to serve from tables, cart or concession room, but not from parking lots. Mr. DiCicco noted that Alan Rubin from Sam's Hot Dogs was present and invited him to speak to the Commission. Mr. Rubin gave the background on the creation of his company, which is a cart that is towed to a location. He operates at several athletic fields and Morse's Pond in Wellesley and, in Needham has been hired for special events at schools, NBA events, and Parent Talk's Flicks on the Field. Mr. Rubin indicated he is interested in setting up at athletic fields in Needham, but would not look to compete with a fundraising event serving food unless invited to participate by the special event holder. Mr. Toolan indicated there was interest on the Commission to look at the possibility of changing the by-laws, but any changes would not be available for this spring. Mr. DiCicco stated that the Commission would continue its research, discuss with the Board of Selectmen, discuss with park users, and get input from park neighbors. He noted that groups could continue to hire private vendors, including Mr. Rubin's cart, for special events. Mrs. Chaston suggested continuing the discussion at an upcoming meeting, reaching a consensus of the Commission for a plan to move forward. Mr. Rubin would like it noted in the minutes "Under discussion items, Food Carts, line 17 states my intent was to set up at fields not served by concession stands. I interpret that to eliminate DeFazio and Memorial Fields. I expressed interest in setting up at DeFazio and Memorial, as well as other fields, while not wishing to compete with or detract from fund raising efforts when concession stands were in operation. I did not rule out the option/possibility of serving at the same time concession stands were in operation which would be contingent on establishing a mutual agreement to do so with the organization running the concessions."

- A. Rosemary Recreation Complex Project and Pool Design Advisory Committee:** Mr. Toolan attended the Permanent Public Building Committee (PPBC) meeting last week. The pool will be at the 100' level, the location of the ramp is being redesigned so that there is lake access, and BH+A is looking at doing porous pavement in the parking lot. By using porous pavement, \$250,000 could be saved on storm water management, but it would need to be vacuumed four times a year. Ms. Carey said that UNH is the leader in porous pavement and Project Manager Mike Retzky is trying to schedule a presentation with them for Town boards and staff. . Community Preservation Committee (CPC) has voted to recommend funding for the next stage of design. Ms. Carey noted that Assistant Town Manager/Finance Director David Davison created a debt service scenario for the CPC to show how the Rosemary project can be paid for, with funds still remaining for other projects. Ms. Carey provided suggestions for preparing for the 2016 Town Meeting, explaining that the proponent receives 15 minutes to present, and the CPC is considered the proponent. Mr. Toolan suggested talking points for the Pool Advisory Committee and others to use, and also recommended having some form of a video on the

website that people could view. Mr. Toolan suggested the Pool Advisory Committee attend the next Commission meeting. Mr. DiCicco will work with Ms. Carey on a guest editorial, and will continue his discussions with individual members of FinCom. Ms. Carey reported that BH+A met with the Conservation Commission to have an informal discussion on the proposed project. No concerns were brought up at that time. The State Health Department does not want a spray park that recirculates the water. Ms. Carey noted that there are models that don't re-use water within the spray park but can utilize the "used" water for another purpose, such as irrigation.

- B. Community Preservation Projects:** Ms. Carey reported that all 6 CPC projects were supported and funding will be recommended at May Town Meeting. Mrs. Chaston asked if the Board of Selectmen would be addressing the need for office space at the Rosemary building. Ms. Carey said that they would likely address it during their presentation. Mr. Toolan will work with CPC Chairman Gary Crossen on sharing the proponent time, and insure that they address different information. He will also coordinate with Board of Selectmen Vice Chairman Matt Borrelli, who will speak on behalf of the Selectmen. Mr. Toolan asked that the Town Manager and Selectmen provide some written information on the need for office space, to be included in the information mailed in advanced to Town Meeting.
- D. Skate Park Concept:** Mr. DiCicco reported he had visited Scoby Park in Boston. Mr. Gerstel mentioned there seemed to be a lot of support on Facebook. Ms. Carey said that proponent Ben Kerrigan has heard of some possible free equipment that the Town might be able to acquire for use for lessons and a "pop up park."
- E. Town Meeting Review:** The Commission reviewed the list of warrant articles. In addition to the CPC articles, there will be articles related to the change in jurisdiction on properties between Selectmen, Commission and School Committee. Additional funds are also recommended to be appropriated to the Athletic Facility Fund, saving for the future replacement of synthetic turf, as well as towards the reconstruction of the Memorial Park building. A feasibility study for the Memorial Park building is on the warrant.

5. Action Items

- A. Change in Property Jurisdictions: Park & Recreation Commission, Board of Selectmen, School Committee:** Mr. Toolan made a motion that the Park and Recreation Commission determines that the following described property under the control of this Commission and held for parkland purposes is no longer needed for that purpose and that notice of that determination be given to the Board of Selectmen under the provisions of G.L. chapter 40, section 15A. The property is described as land fronting on Greendale Avenue containing approximately 11.7 acres and known as "Parcel 74." Mrs. Chaston seconded the motion and it was approved unanimously.

- B. Rosemary Recreation Complex Resolution:** Mrs. Chaston believes no vote is necessary as the Commission endorsed what is cost effective as the process moves forward.
- C. Set Summer Program 2016 Fees:** Mr. Toolan made a motion to approve the fees for the 2016 summer programs, as seen in Appendix A. Mr. Gerstel seconded the motion and the fees were approved unanimously.
- D. Special Event Request: Needham Baseball and Softball:** Mr. Toolan made a motion to approve the Needham Baseball and Softball's 14U Tournament at DeFazio Warner and McLeod Fields on May 21-22 from 8 AM – 6 PM with the understanding they pay the proper fees and have someone on site for the entire tournament. Mr. Gerstel seconded the motion and it was approved unanimously. Mr. Toolan made a motion to approve the Needham Baseball and Softball's Baseball Skills Clinic at Small and Warner Fields on July 5th through July 8th with the understanding they pay the proper fees and have someone on site for the entire skills clinic. Mr. Gerstel seconded the motion and it was approved unanimously.
- E. Special Event Request: NE Orienteering Club:** Mrs. Chaston made a motion to approve the New England Orienteering Club's request to use the Town Forest on Sunday, April 24, 2016, from 10 AM – 3 PM, with limited use of Claxton for overflow parking. Mr. Gerstel seconded the motion and it was approved unanimously.
- F. Special Event Request: Boys Lacrosse:** Mr. Toolan made a motion to approve Boys Youth Lacrosse's request for DeFazio Park Founders Field on Friday nights from 6-9 PM from April 1st – June 10th for their Friday Night Lights event. Mr. Gerstel seconded the motion and it was approved unanimously. Ms. Carey will insure that a representative of Needham Boys Lacrosse will be on site at all times.

6. Topics for Future Agendas: none presented

7. Adjournment of Meeting: Mr. Toolan made a motion to adjourn the meeting at 9:38 PM. The motion was seconded by Mr. Gerstel and the meeting adjourned at 9:38 PM.

Respectfully submitted,

Robyn Fink, CPRP
Assistant Director

GENERAL FUND ROSEMARY POOL	Summer 2015	Recommended Summer 2016	Number of classes	General Fund Deposit	Approved
RESIDENT SEASON BADGES					
Early Bird Individual	\$90	\$90.00	April 1 - May 27		\$90.00
Early Bird Family	\$180	\$180.00	April 1 - May 27		\$180.00
Early Bird Senior	\$45	\$45.00	April 1 - May 27		\$45.00
Individual	\$110	\$110.00	May 31 - Aug 26		\$110.00
Family	\$215	\$215.00	May 31 - Aug 26		\$215.00
Senior	\$55	\$55.00	May 31 - Aug 26		\$55.00
NON - RESIDENT SEASON BADGES					
Individual	\$160	\$160.00	April 1 - Aug 26		\$160.00
Family	\$310	\$310.00	April 1 - Aug 26		\$310.00
Senior	\$80	\$80.00	April 1 - Aug 26		\$80.00
RESIDENT DAILY PASSES					
Daily	\$6	\$6.00	June 20 - Aug 26		\$6.00
Daily after 6PM	\$3	\$3.00	June 20 - Aug 26		\$3.00
Senior Daily	\$3	\$3.00	June 20 - Aug 26		\$3.00
Senior Daily after 6PM	\$1.50	\$1.50	June 20 - Aug 26		\$1.50
Guest Pass Booklets	\$50	\$50.00	June 20 - Aug 26		\$50.00
NON - RESIDENT DAILY PASSES					
Daily	\$8	\$8.00	June 20 - Aug 26		\$8.00
Daily after 6PM	\$3	\$3.00	June 20 - Aug 26		\$3.00
Senior Daily	\$4	\$4.00	June 20 - Aug 26		\$4.00
Senior Daily after 6PM	\$1.50	\$1.50	June 20 - Aug 26		\$1.50
Guest Pass Booklets	\$70	\$70.00	June 20 - Aug 26		\$70.00
SWIMMING LESSON SESSIONS					
w/ Season Pool Badge	\$40	\$40.00	June 27 - Aug 19 (4 - 2 week sessions, 10 lessons each session)		\$40.00
w/o Season Pool Badge	\$70	\$70.00			\$70.00
ADAPTIVE AQUATICS					
w/ Season Pool Badge	\$40	\$40.00	June 27 - Aug 19 (4 - 2 week sessions, 10 lessons each session)		\$40.00
w/o Season Pool Badge	\$70	\$70.00			\$70.00
INDIVIDUAL SWIMMING LESSONS					
w/ Season Pool Badge	\$20	\$20.00	June 27 - Aug 19 (4 - 2 week sessions, 10 lessons each session)		\$20.00
w/o Season Pool Badge	\$25	\$25.00			\$25.00
NEEDHAM SHARKS SWIM TEAM	\$175/\$250/\$300	\$125.00	8 weeks		
GENERAL FUND Summer Programs	Summer 2015	Recommended Summer 2016	Number of classes	General Fund Deposit	Approved
Summer Volunteer Program	\$35	\$35.00	15 Hours		\$35.00
Rosemary Pool Instructor Aide					
w/Season Pool Badge	\$0	\$0.00	15 Hours		\$0.00
w/o Season Pool Badge	\$35	\$35.00	15 Hours		\$35.00
Mini-Evergreen	\$90	\$90.00	5/half day		\$90.00
Cricketeer Adventure					
Half Day	\$85	\$85.00	5/half day		\$85.00
Full Day	\$140	\$140.00	5 day		\$140.00
Summer Playground					
Resident Individual Season Pass	\$175	\$175.00	season		\$175.00
Resident Family Season Pass	\$425	\$425.00	season		\$425.00
Resident 5-day Pass	\$85	\$85.00	season		\$85.00
Non-Resident Individual Season Pass	\$250	\$250.00	season		\$250.00
Non-Resident Family Season Pass	\$625	\$625.00	season		\$625.00
Non-Resident 5-day Pass	\$115	\$115.00	season		\$115.00
Sports Specialties	\$140	\$140.00	5 day		\$140.00
Outdoor Living					
Half Day	\$85	\$85.00	5/half day		\$85.00
Full Day	\$140	\$140.00	5 day		\$140.00
REVOLVING FUND TENNIS BADGES	Summer 2015	Recommended Summer 2016	Number of classes	General Fund Deposit	Approved
Tennis Badges Needham Individual	\$30.00	\$30.00	Season Mar - Oct	N/A	\$30.00
Tennis Badges Needham Family	\$45.00	\$45.00	Season Mar - Oct	N/A	\$45.00
Tennis Badges Needham Senior	\$15.00	\$15.00	Season Mar - Oct	N/A	\$15.00
Tennis Badges Non-Resident Individual	\$60.00	\$60.00	Season Mar - Oct	N/A	\$60.00
REVOLVING FUND SUMMER PROGRAMS	Summer 2015	Recommended Summer 2016	Number of classes	General Fund Deposit	Approved
Kidzart	\$90.00	\$90.00	5/half day	\$5.00	\$90.00
Kids Night Out	\$16.00	\$16.00	1		\$16.00
Kids Off Broadway	\$140.00	\$140.00	5/day	\$5.00	\$140.00
Archery	\$100.00	\$100.00	4	\$5.00	\$100.00
Quickstart Tennis	\$60.00	\$60.00	5 classes	\$5.00	\$60.00

Tennis Academy						
	Half Day	\$135.00	\$135.00	5/half day	\$5.00	\$135.00
	Full Day	\$240.00	\$240.00	5/day	\$5.00	\$240.00
Adult Tennis Lessons						
		\$75.00	\$75.00	5 classes	\$5.00	\$75.00
Adult Tennis League						
	w/ Tennis Badge	\$55.00	\$55.00	10 weeks	\$5.00	\$55.00
	w/o Tennis Badge	\$85.00	\$85.00	10 weeks	\$5.00	\$85.00
Junior Golf Lessons						
		\$100.00	\$100.00	5 classes	\$5.00	\$100.00
Adult Golf Lessons						
		\$110.00	\$110.00	5 classes	\$5.00	\$110.00
Senior Exercise						
		\$25.00	\$25.00	9 classes	\$5.00	\$25.00
Senior Golf						
	Registration <i>(Includes Greens fee for 8 Rounds)</i>	\$244	\$252.00	11 weeks	\$5.00	\$252.00
	Each Additional Round <i>(Past 8)</i>	\$28	\$30.00	3 max	\$0.00	\$30.00
Skateboard EDU						
		\$80.00	\$90.00	5/day	\$5.00	\$90.00
Incrediflix						
	Half Day		\$160.00	5/half day	\$5.00	\$160.00
	Full Day		\$290.00	5/day	\$5.00	\$290.00
Cooks and Books						
		\$95	\$125.00	4 classes	\$5.00	\$125.00
Future Scientists						
		\$95	\$110.00	4 classes	\$5.00	\$110.00
Lego Playland Masterbuild						
	One Day		\$50.00	1 class (3 hrs)	\$5.00	\$50.00
	Week		\$210.00	5 classes	\$5.00	\$210.00
Summer Adult Badminton						
			\$30.00	6 weeks	\$5.00	\$30.00
Summer Adult Basketball						
			\$30.00	6 weeks	\$5.00	\$30.00
Beach Volleyball						
			\$30.00	6 weeks	\$5.00	\$30.00
Cornhole						
			\$30.00	6 weeks	\$5.00	\$30.00
Yoga						
	Yoga, Movement, and Stories		\$95.00	4 classes (1.5 hr)	\$5.00	\$95.00
	Yoga for Teens		\$110.00	7 classes (1.25 hr)	\$5.00	\$110.00
	Sunrise Yoga		\$110.00	7 classes (1 hr)	\$5.00	\$110.00
	Yoga for Seniors		\$110.00	7 classes (1 hr)	\$5.00	\$110.00
	Power Girls Yoga		\$190.00	4 classes (3 hr)	\$5.00	\$190.00