

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

**Minutes of Meeting  
May 23, 2016**

**PRESENT:** Matthew M. Toolan, Chairman  
Christopher J. Gerstel, Vice Chairman  
David C. DiCicco, Member  
Michelle S. Geddes, Member  
Patricia M. Carey, Director  
Robyn G. Fink, Assistant Director

**ABSENT:** Cynthia J. Chaston, Member

**GUESTS:** *Needham Resident:* Alan Rubin  
*Community Center of Needham:* Jo-Anne Ochalla  
*YMCA Board Members:* Janet Jankowiak, Connie Kaufman

Mr. Toolan called the meeting to order at 7:05 PM in the Charles River Room of the Public Services Administration Building.

- 1. Minutes of Meetings: April 25, 2016:** Mr. DiCicco made a motion to accept the minutes of the April 25, 2016 meeting and the re-organization meeting of April 25, 2016. The motion was seconded by Mrs. Geddes. The minutes of April 25, 2016 and the re-organization meeting were both approved unanimously.
- 2. Director's Report:** The Commission reviewed the written report. Ms. Carey reported that one Commissioner would be needed to sit on the advisory committee for the Open Space and Recreation Plan. Ms. Carey reported that the MWRA has sent official paperwork to the Town Manager to sign, granting permission to use the Sudbury Aqueduct as a pedestrian path,. Needham has two sections of trail along the Aqueduct. Ms. Carey shared that the Park and Recreation Department staff presented an overview of the department to the Board of Selectmen on May 10, 2016.
- 3. Program Report:** The Commission reviewed the written report. Ms. Fink highlighted the 6<sup>th</sup> and 7<sup>th</sup> graders last TGIF Night for the school year as well as the well-attended Fishing Derby and Touch the Trucks events, which were held in May.
- 4. Discussion Items**
  - A. Town Meeting Review:** Ms. Carey gave a recap of Town Meeting votes. All land swap articles passed except for the transfer of the Greendale Avenue "Parcel 74." The Selectmen could ask to study that property for the Department of Public Works building. Greene's Field and DeFazio fields were transferred to the jurisdiction of

Park and Recreation Commission, with the DeFazio parking lot transferring to the School Committee's jurisdiction. The Athletic Facilities fund included a discussion about the building at Memorial park. Mr. Toolan requested this discussion be added to a future agenda. Ms. Carey said that the goal for this year is to study the new research that has come out on synthetic turf fields so when it is time to replace the turf, the Commission will have the needed information. Mr. Toolan would like to include the CDC study information as well to be able to have answers if questions arise. Ms. Carey said annual studies are conducted on both the turf and the water and that the CDC will be completing the study. Feasibility money to study the Memorial Park Building was approved. Regarding the Rosemary Recreation Complex Project, Mr. DiCicco thanked the Community Center of Needham for doing a lot of work with Town Meeting Members with signs, letters, and phone calls. Ms. Carey will work on a follow-up for the newspapers and/or Town Meeting members.

- B. Rosemary Recreation Complex Project:** Mr. Toolan suggested that the Rosemary Recreation Complex (RRC) project have four categories for discussions each meeting – design, financing, operational costs/policies, and engagement/marketing. Ms. Carey reported that BH+A, Director of Public Facilities – Construction Steve Popper, and Construction Manager Mike Retzky drafted an updated schedule with BH+A. They are currently working on design documents to prepare for the application to the Conservation Commission. At one of the Commission's June meetings, BH+A and Mr. Retzky will attend to review design details and will return in July with additional design updates. Currently BH+A, Mr. Popper, and Mr. Retzky are suggesting that Rosemary Pool not be open for the summer of 2017 so that there will be plenty of time for construction for a Summer 2018 opening. Mr. Toolan asked about the timing for requesting funds from CPC. Ms. Carey noted that is on December 1<sup>st</sup>, and an updated cost estimate will be available in September to help guide the application, as well as the request for capital funds. Ms. Carey suggested doing more "Meet the Commissioners" events at Rosemary Pool this summer.
- C. "Big Belly" Customer Assessment Report:** Ms. Carey reported that by using the "Big Belly" it could reduce the amount of pickup times needed as it compacts trash. There is no information on the rental costs in the report, and no information on how the number of units would encourage use more than the current barrels. Mr. Toolan noted that promotions of Park and Recreation programs on the sides of the "Big Belly" are possibility on current units. Mr. DiCicco suggested a trial run at Memorial Park, DeFazio, and the Town Common to see what the impact would be.
- D. Study of Food Trucks/Food Carts:** The Selectmen have food trucks/food carts on their agenda for this week and will be discussing how to move forward with the study, including public input. If there is to be a committee, Mr. DiCicco has offered to be the Commission's liaison. The members discussed possible options for use, and noted concerns that would need to be addressed.

**E. Study of Skate Park:** Skateboard EDU instructor Ben Kerrigan is researching some companies with pop-up skatepark equipment and will review with Ms. Carey and Ms. Fink. Ms. Carey will keep the Commission updated.

**F. Non-Typical Permit Requests:** The Park and Recreation Commission would like to continue to have Needham non-profits receive permits for use of parks. For-profit organizations could collaborate to run a program through Park and Recreation on the property under the Commission's jurisdiction.

## 5. Action Items

**A. Special Event Request: Ellie Bloom Olympics:** Mr. DiCicco made a motion to approve Charles River Center's request for the DeFazio Field track and Carleton Pavilion on Saturday, October 1, 2016 for their Ellie Bloom Olympics. Mr. Gerstel seconded the motion and it was approved unanimously.

**B. Special Event Request: NHS Brownies for Books:** Mr. DiCicco made a motion to approve Brownies for Books request for field space at DeFazio Field between the gazebo and Conroy on June 5, 2016 (rain date June 12, 2016). Mrs. Geddes seconded the motion and it was approved unanimously.

**C. Land Swap: Amendment to Agreement:** Mr. DiCicco signed the original land swap agreement outlining how the Selectmen, School Committee and Park and Recreation Commission would administer the properties that were changing jurisdiction. The amendment clarifies the use of the DeFazio/DPW portion currently used by DPW. Mr. Gerstel made a motion to approve the Addendum to Agreement Mr. DiCicco seconded the motion and it was approved unanimously.

**6. Topics for Future Agendas:** Mr. Gerstel asked about the possibility of scout troops camping out at Claxton. Ms. Carey noted that typically, the Boys Scouts use their own property adjacent to the Town Forest, but that the Commission had approved Parent Talk camp outs in the quarry area at Claxton in prior years. The troop should submit a special event request.

**7. Adjournment of Meeting:** Mr. DiCicco made a motion to adjourn the meeting at 8:46 PM. The motion was seconded by Mr. Gerstel and the meeting adjourned at 8:46 PM.

Respectfully submitted,

Robyn Fink, CPRP  
Assistant Director