

PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS

MEETING AGENDA

Monday, September 26, 2016

7:00 PM

PSAB – Charles River Room

Chairman
Matthew M. Toolan

Vice-Chairman
Christopher J. Gerstel

Member
Cynthia J. Chaston

Member
David C. DiCicco

Member
Michelle S. Geddes

Director
Patricia M. Carey

Assistant Director
Robyn G. Fink

1. Minutes of Meeting: September 12, 2016
2. Director's Report
3. Program Report
4. Discussion Items
 - A. Greendale Trail: Modera Needham
 - B. Rosemary Recreation Complex Project
 - Design
 - Financing
 - Programming
 - Marketing
 - C. Meeting Coverage
 - D. DeFazio Parking Barriers
 - E. Special Town Meeting
 - F. Greendale Avenue "Parcel 74"
 - G. Social Media
5. Action Items
6. Topics for Future Agendas
7. Adjournment of Meeting

Next Meeting Date:

Monday, October 17, 2016

Town Hall

Note: change of date due to 10/10 holiday

PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS

Minutes of Meeting
September 12, 2016

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

GUESTS: *YMCA Board Members:* Janet Jankowiak, Connie Kaufman
Town Meeting Member: Ross Donald

Mr. Toolan called the meeting to order at 7:00 PM in the Charles River Room of the Public Services Administration Building. Mrs. Geddes is attending the Permanent Public Building Committee meeting on the Commission's behalf and will update the Commission later in this meeting.

1. **Minutes of Meeting of August 22, 2016:** Mr. DiCicco made a motion to accept the minutes of the August 22, 2016. The motion was seconded by Mr. Gerstel. The minutes of August 22, 2016 were approved unanimously.
2. **Director's Report:** The Commission read the written report. Mr. DiCicco will represent the Commission at the Conservation Commission's site visit for the Rosemary Recreation Complex project.
3. **Program Report:** Ms. Fink reported on the successful first day of registration for Fall programs. Mr. Toolan commended the program survey sent to middle school students.
4. **Discussion Items**
 - A. **Rosemary Recreation Complex Project**
 - i. **Design:** The Commission reviewed a report from the Director, as seen in Appendix A. Ms. Carey explained that a variance must be requested for the elevator, as it did not meet the criteria for an administrative decision with MA Architectural Access Board. As all documents were not ready for the Planning Board, the hearing will be moved to November 1st, and an information meeting will be held with them on September 27th. To keep it further from the lake wall, the engineers have recommended moving the diving board to the lanes on the hill side as opposed to the center or near the lake. The engineers are also doing further research on the port-a-dam to determine if a permit is needed from Army Corps of Engineers, or if something can be done within the pool interior that is more cost effective.

Both options will be included in the upcoming estimate. The Commission reviewed the information provided in Appendix B, comparing the water temperatures over the past five years at Rosemary Pool, along with air temperatures. The Commission expressed it was not necessary to heat the pool and would consider looking into blankets instead. At this time, no additional data is available on adding solar panels on the roof. Ms. Carey noted that the building could be made solar ready with little to no extra incremental cost.

- ii. **Financing:** no update
- iii. **Programming:** Mr. Toolan has requested Ms. Fink and Recreation Supervisor Sarah Mallard work on putting together a list of programming in preparation for the public meeting. Mr. DiCicco will be a part of the discussion on indoor and outdoor options as well as age group options.
- iv. **Marketing:** Mr. Toolan would like to update the PowerPoint presentation which was used at Town Meeting so that it can be used to present information over the winter to organizations and groups prior to Town Meeting.

B. Eversource Request for Easement: Eversource held a meeting and invited all residents who live along the proposed route for the 2nd transmission line, as well as the alternate route. The Siting Board will hold a public hearing on Eversource's request on the route at Town Hall on September 27th.

C. Open Space and Recreation Plan: About 40 people expressed interest in participating on the Advisory Group and will attend the first meeting on September 28th. Mrs. Chaston, Mrs. Geddes and Ms. Carey will keep the Commission updated on discussions.

D. Greendale Avenue "Parcel 74": discussed later in the meeting

5. Action Items

- A. Special Event Request: Soccer Club:** The Commission reviewed the request from Needham Soccer Club to hold the Needham Soccer Club 300th Jamboree on October 22, 2016. Needham Soccer Club currently holds the permit and would not be taking away field space from other user groups. Mr. DiCicco made a motion to approve the Needham Soccer Club's request for DeFazio Field 1 and Field 2 on October 22, 2016 for the Needham Soccer Club 300th Jamboree. Mr. Gerstel seconded the motion and it was approved unanimously.
- B. October Meeting Schedule:** Meeting scheduled for October 10, 2016 will be moved to October 17, 2016 with the location TBD. The October 24, 2016 meeting has been moved to Powers Hall.

4. Discussion Items

D. Greendale Avenue "Parcel 74": Mrs. Geddes attended the PPBC meeting earlier in the evening for the update on the DPW Feasibility Study and provided an update on the discussion. A small portion of the recommendation would include use of "Parcel 74" on Greendale Avenue for off-season storage. Neighbors from the Greendale Avenue area attended the meeting are raised concerns for use of the property. PPBC also noted some informal discussions for use of the property for a temporary Fire Station # 2 prior to turning the use over for seasonal storage. At last May's Town Meeting, questions were raised on what a possible plan might be for "Parcel 74" and the vote was to not allow the transfer of jurisdiction from the Commission to the Selectmen at that time. Mrs. Chaston felt that many Town Meeting members felt that by not transferring the parcel that it would remain open space. Mr. Toolan raised a concern that only neighbors were invited to the PPBC meeting and the upcoming Selectmen's meeting on September 20, when a public hearing on the project would be held. He noted that some Town Meeting members felt it was important to give input. More information will be available after the Selectmen's public hearing.

6. **Topics for Future Agendas:** Mr. DiCicco would like to discuss programming and a survey to go with it to find out what the community wants. Mr. Toolan suggested discussing social media, and responses from Commission or staff.
7. **Adjournment:** Mr. DiCicco made a motion to adjourn the meeting at 9:00 PM. The motion was seconded by Mrs. Chaston and the meeting adjourned at 9:00 PM.

Respectfully submitted,



Robyn Fink, CPRP
Assistant Director

PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS

DIRECTOR'S REPORT

September 22, 2016

*Background notes for Monday, September 26th
Park and Recreation Commission Agenda*

GREENDALE AVENUE TRAIL

The Zoning Board of Appeals has insured that the Greendale Avenue trail remain in place after construction of the two 40B projects. Modera Needham is preparing to start work on their project, and I've spoken with their project manager Chris Dunphy about the trail during the construction period. He has agreed to attend the Commission's meeting to discuss the trail, and some temporary concerns as construction begins.

UPCOMING EVENTS/MEETINGS

- | | |
|-------------------------|--|
| Tuesday, September 27 | Planning Board: Rosemary Recreation Complex Informal
Planning Board: Reservoir Trail Hearing
<i>@ PSAB Charles River Room</i>
Siting Board: Eversource Transmission Lines
<i>@ Town Hall</i> |
| Wednesday, September 28 | Open Space and Recreation Advisory Group
<i>@ Town Hall</i> |
| Thursday, September 29 | Conservation Commission – continue hearing
Rosemary Recreation Complex
<i>@PSAB Charles River Room</i> |
| Wednesday, October 5 | Special Town Meeting
<i>@ Town Hall</i> |
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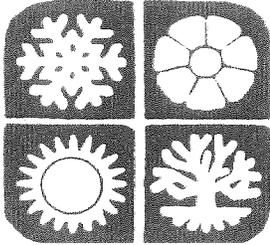
OCTOBER COMMISSION MEETINGS

The first October meeting date/location has been moved, due to a conflict with Columbus Day Holiday. The second October meeting has been moved to accommodate a joint meeting with Selectmen.

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|--------------------|----------------------------------|
| Monday, October 10 | cancelled – Columbus Day Holiday |
| Monday, October 17 | 7 PM @ Highland Room – Town Hall |
| Monday, October 24 | 7 PM @ Powers Hall – Town Hall |
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FACILITY FEASIBILITY STUDIES

The PPBC will be interviewing consultants for the Memorial Park building study on Monday night. At this week's Selectmen's meeting, Weston & Sampson provided an update on the DPW Feasibility Study.



NEEDHAM PARK AND RECREATION COMMISSION

Public Services Administration Building (PSAB)
500 Dedham Avenue
Needham, MA 02492-2699

Tel: (781) 455-7550

Fax: (781) 453-2510

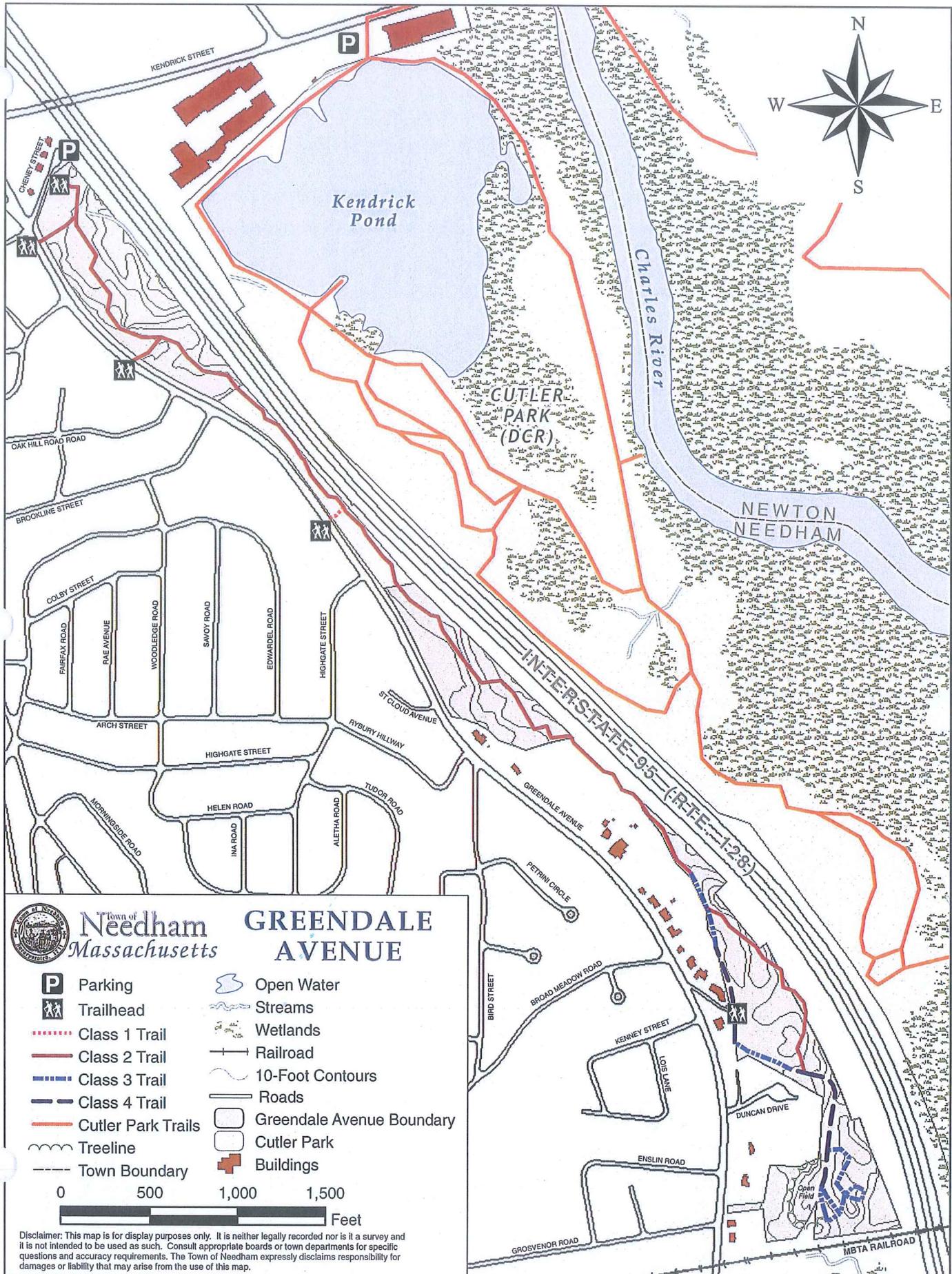
PROGRAM REPORT
Thursday, September 22, 2016

Metrowest Update

Assistant Director Robyn Fink and Recreation Supervisor Sarah Mallard attended the September 14th MRPA meeting at Weston Recreation. A recap of the summer was given by many departments. Natick, Whalen and Norwood all reported closing their pools by August 14th due to lack of lifeguards.

Fall Programming

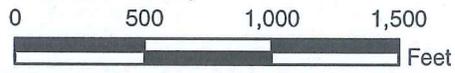
Adult and Youth tennis are both off to a great start! We have 28 participants in our adult lessons and 56 participants in the youth lessons. Participants enjoyed their first week of lessons and we look forward to great weather to continue the session. Adult Golf Lessons began a week later to bring up registration so the program could run. We have 5 participants in the lessons this fall. Kids Night Out kicks off the fall season this Friday night with Zootopia! Ms. Mallard has planned a fun donut craft to go along with the movie. Currently there are 6 open slots, but those will likely fill over the next day and a half. All Coed Adult Sports (Badminton, Basketball, and Volleyball) are now completely full. Take a Hike on the Rosemary Trail will take place on Saturday, September 24th. We have a handful of people registered and are hoping for nice weather and a good turnout for our first hike of the fall! Ms. Fink and Ms. Mallard have begun signing up businesses for our 20th annual Spooky Walk coming up October 22nd. Most business have been very eager to register as soon as they walked in the door! It's obvious that this is an event the businesses look forward to year after year!



Town of Needham
Massachusetts

GREENDALE AVENUE

- Parking
- Trailhead
- Class 1 Trail
- Class 2 Trail
- Class 3 Trail
- Class 4 Trail
- Cutler Park Trails
- Treeline
- Town Boundary
- Open Water
- Streams
- Wetlands
- Railroad
- 10-Foot Contours
- Roads
- Greendale Avenue Boundary
- Cutler Park
- Buildings



Disclaimer: This map is for display purposes only. It is neither legally recorded nor is it a survey and it is not intended to be used as such. Consult appropriate boards or town departments for specific questions and accuracy requirements. The Town of Needham expressly disclaims responsibility for damages or liability that may arise from the use of this map.

September 19, 2016

Town of Needham
Ms. Patricia Carey, Director and
Rosemary Pool Planning Committee
Needham, MA 02494

Dear Ms. Carey,

It was nice to see the fairly recent edition of Hometown Weekly on August 18th about Rosemary Pool. Like many other Needham residents, I'm also interested and excited about the future of this beloved community space. I remember when my children took swimming lessons in the lake before the first pool was even built and they also participated in a terrific sailing program (led by instructor Ted Mahoney of Needham). I often wonder if the town would consider offering sailing lessons again to children, teens and families in the proposed new enhanced area. It would be another great way to take advantage of the surrounding space and help teach valuable teambuilding and confidence building skills to all who want to learn. If there is a possibility of raising this topic to all involved on the Rosemary Pool/Lake Renovation Committee, I would appreciate it and I'm sure others would too.

In addition to the thoughts above, I was also wondering if the Committee has considered arrangements for a potential in-door pool to complement the new outdoor pool. Maybe the proposed pool plan can be constructed so that half of it can be indoors (for all season use) and the other half is outdoors. On a separate but related note, I think having a year-round community/recreation center is terrific. I assume the space would also serve as a great alternative for town community functions such as, Needham High School reunion gatherings, theatre/cast auditions, private functions, the town's July 4th planning committee, etc. There are so many different uses and benefits for mixed-use community space that careful consideration should also be given to the infrastructure/resources to support it appropriately now and in the future (e.g. AV/conference call capabilities, a platform/riser, collapsible walls, space for a DJ, band, quartet, etc.)

Finally, I'd like to express my thanks to you and others on the Rosemary Pool/Lake Renovation Committee for your thoughtful consideration of the current and future needs of our community. And, being open to the ideas and suggestions of individuals, businesses and community groups that represent our wonderful town. In this manner, we can ensure all factors and options are carefully evaluated towards a wise use of funds to build a terrific mixed-use recreation and community space for future generations to enjoy.

I look forward to learning more about it at future town meetings.

Best regards,

Mrs. Paul T. Sullivan

cc: Rosemary Pool Planning Committee

DATE	EVENT	TIME	LOCATION	COMMISSION	STAFF
Tuesday, September 20	BOS Meeting DPW Project	7:30 PM	Town Hall		Patty
Saturday, September 24	Take A Hike: Rosemary Trail	10:00 AM	Rosemary Parking Lot		Robyn
Monday, September 26	Commission Meeting	7 PM	PSAB Charles River Room		Patty, Robyn
Tuesday, September 27	Planning Board Reservoir Trail	TBD	PSAB Charles River Room		Patty
Tuesday, September 27	Planning Board Rosemary Informal Discussion; Reservoir Trail Hearing	TBD	PSAB Charles River Room		Patty
Tuesday, September 27	Siting Board: Eversource Easement	7 PM	Town Hall Powers Hall		
Wednesday, September 28	OSPR-Advisory Group	7 PM	Town Hall Powers Hall	Cindy Michelle	Patty
Thursday, September 29	Conservation Commission – Rosemary	8 PM	PSAB Charles River Room		
Thursday, September 29	Patty – vacation				
Friday, September 30	Patty – vacation				
Sunday, October 2	Rosh Hashanah	Sundown	No meetings		
Monday, October 3	Rosh Hashanah		No meetings		
Monday, October 3	Patty – vacation				
Tuesday, October 4	Patty – conference				
Wednesday, October 5	Special Town Meeting	7:30 PM	Town Hall Powers Hall		
Wednesday, October 5	Patty – conference				
Thursday, October 6	Patty – conference				
Friday, October 7	Patty - conference				
Saturday, October 8	Take a Hike: Rail Trail	10 AM			Robyn

Monday, October 10	Columbus Day		No meetings		
Tuesday, October 11	Yom Kippur	Sundown	No meetings		
Wednesday, October 12	Yom Kippur		No meetings		
Saturday, October 15	Town-wide Clean-up	8:30 AM	PSAB Parking lot		Robyn
Monday, October 17	Commission Meeting	7 PM	Town Hall Highland Room		Patty, Robyn
Tuesday, October 18	Needham Commission on Disabilities	TBD	Library		Patty
Wednesday, October 19	Capital Facilities Meeting	7 PM	Town Hall		Patty
Monday, October 24	Commission meeting with BOS	7 PM	Town Hall Powers Hall		Patty, Robyn
Wednesday, October 26	CPC	7:30 PM	Town Hall Highland Room	Chris	Patty
Tuesday, November 1	Planning Board Hearing: Rosemary	TBD	PSAB Charles River		Patty
Wednesday, November 9	Selectmen Hearing: Food Trucks	TBD	Town Hall		



TOWN OF NEEDHAM

TOWN HALL
1471 Highland Avenue
Needham, MA 02492-2669

Office of the
TOWN MANAGER

TEL: (781) 455-7500
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TO: Patty Carey
FROM: Kate Fitzpatrick *Kate*
CC: Christopher Coleman, Rick Merson
DATE: September 12, 2016
RE: Temporary Parking Management Solution at DeFazio

As you know, both of our offices receive numerous complaints about parking lot flow and organization at the DeFazio Complex. The surface of the DeFazio parking lot is stone, which allows for drainage, but cannot be lined using traditional marking methods. Given that complete renovation of the parking lot is expected to be prohibitively expensive and is not planned in the near term, I asked the Department of Public Works to identify a temporary solution.

We have developed a plan to purchase portable, reflective orange plastic jersey barriers that can easily be relocated. These barriers would be set up during the athletic seasons to provide more defined parking, which will allow the parking lot capacity to be maximized. The barriers can then be relocated during the winter season so that the DPW can continue to utilize the DeFazio parking lot as a staging area.

A plan of the lot depicting 238 total proposed spaces using 60 3' by 6' barriers is attached. The estimated cost of the barriers is \$33,000. Essentially the barriers will serve as "end caps" for each row. Inexpensive measures to ensure that the spaces are used correctly – such as temporary sign, roping, stakes, etc. can be used as necessary.

In general, Needham residents have familiarity with the parking lot and the best parking plan. The field complex is often used for out-of-town groups, however, and the "mayhem" that is reported is typically associated with these events. Since the Park & Recreation Commission has a practice of charging a fee for clinic events, I am requesting that consideration be given to funding the barrier project from the Park & Recreation revolving fund. I am mindful of the Commission's goal to ensure that the Town has sufficient funding to replace the synthetic turf fields in the 2020 timeframe. With \$2.0 million in the Athletic Facility Stabilization Fund for that purpose now, and a plan to reserve the balance of the \$2.5 million for the turf fields over the next few years, I believe that goal is easily attainable without further contribution from the Revolving Fund.

Please let me know if you have any questions or need additional information. I would be happy to attend a Commission meeting if that would be helpful in furthering this request.

**Special Town Meeting Warrant
Wednesday, October 5, 2016
7:30 PM
Town Hall – Powers Hall**

Article 1: Approve collective bargaining agreement – Needham Fire Union

Article 2: Appropriate for Hillside School Construction

Article 3: Appropriate for Hillside School Outside Play Areas

Article 4: Amend Zoning By-Law – Height Limitation Exceptions

Article 5: Amend Zoning By-Law – Definition of Basement

Article 6: Amend the FY2017 Operating Budget

Article 7: Amend the FY2017 RTS Enterprise Fund Budget

Article 8: Appropriate for NPDES MS4 Permit Development

Article 9: Appropriate for Eliot School Traffic Safety Improvements

Article 10: Acceptance of Easement – 1001-1015 Central Avenue Subdivision

Article 11: Grant of Easement – Greendale Avenue

Article 12: Amend General By-Law – Notification

Article 13: Citizens' Petition – Amend Zoning By-Law

effort to save on cost escalation factors for construction. The anticipated savings are in the \$1.25 to \$1.5 million range. The PPBC will have a clearer understanding of the schedule and potential savings as the design development process gets underway this fall. If the accelerated schedule becomes a reality and the project budget is reduced, the amount borrowed and ultimately spent will be reduced accordingly.

An Emergency Preamble is requested as part of this warrant article, to permit use of the funds immediately following final Town Meeting vote. The purpose of the preamble is to allow development of the project design on the aforementioned accelerated schedule, which could lead to significant potential budget savings.

ARTICLE 3: APPROPRIATE FOR HILLSIDE SCHOOL OUTSIDE PLAY AREAS

To see if the Town will vote to raise, borrow and/or transfer and appropriate the sum of \$250,000 for architectural design, engineering, and construction costs associated with outside play areas and fields at the new Hillside School to be located at or about 585 Central Avenue, including lands under license, to be expended under the direction of the Town Manager and Permanent Public Building Committee, said sum to be transferred from Article 1 of the November 4, 2013 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would fund the design and construction of a playing field and adjacent walkways at the new school. The field and walkway project is intended to be a completely separate, but parallel project that would be timed with the design of the building project. The proposed playing field will be approximately 25 yards by 35 yards, which is larger than U6 and U8 regulation soccer fields, but slightly smaller than a U10 youth soccer field.

This project is being kept separate from the school building project at the request of the MSBA, because a portion of these improvements will be constructed on land that is located within the Town of Needham, but owned by the Town of Wellesley. The Town of Wellesley owns a parcel of approximately 80 acres that abuts the new school consisting primarily of wetlands that surround the Rosemary Brook and act as a buffer to Wellesley's water supply. Wellesley has agreed to license a portion of this land to the Town of Needham for the purpose of making these recreational improvements.

An additional project to extend the walkways and construct nature trails around the upland knoll behind the school (also located within the licensed land) will be included in the FY2018 – FY2022 Capital Improvement Plan.

ARTICLE 11: GRANT OF EASEMENT – GREENDALE AVENUE

To see if the Town will vote to authorize the Park & Recreation Commission to grant a thirty-foot wide, perpetual, non-exclusive easement to NSTAR Electric Company d/b/a Eversource Energy, for the purpose of installing, maintaining, repairing, replacing and operating an underground electric transmission line in and under a portion of Town property known as the “Gravel Pit” located off of Greendale Avenue (Assessors Map 15, Parcel 4), with the location of the easement on such property to be determined by the Park & Recreation Commission upon completion of field surveys and investigation of soil conditions, but approximately as shown on the drawing on file at the Town Clerk’s Office, such easement to be substantially in the form of a proposed easement on file at the Town Clerk’s Office, and to authorize the Commission to execute any documents or instruments necessary to effect said easement upon such terms as they deem to be in the best interest of the Town; or take any other action relating thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Eversource is proposing to make improvements to its existing electric transmission line system in Needham by separating the existing double circuit tower transmission lines between the Baker Street Substation in West Roxbury and the Needham Substation on Chestnut Street. The work is necessary to improve the reliability of its existing transmission line system. Eversource has been working closely with the Town on the topic of routing, with an emphasis on avoiding or minimizing impacts to the residents of Needham during construction and operation of the approximately 3.2 mile transmission line. From the inception of the project, the Board of Selectmen has made it clear that the Town will not support a route involving construction of a new overhead transmission line along the entire right of way. It is the Board’s opinion that constructing a new overhead transmission line along this portion of right of way would result in significant and unacceptable negative impacts to the abutting residential neighborhoods along the right of way and MBTA railroad tracks. As a result of these discussions, Eversource has identified a preferred route that would run the line over Route 128/I95 up to the Valley Road area, and the balance of the transmission line (approximately 2.6 miles) would be installed underground.

The preferred route would require the installation of the transmission line outside of the Eversource right of way across a municipal parcel near Greendale Avenue, which is under the primary jurisdiction of the Park & Recreation Commission. At its meeting on August 22, 2016, the Commission voted to recommend the granting of a thirty-foot wide perpetual, non-exclusive easement to Eversource for the purpose of installing, maintaining, repairing, replacing and operating an underground electric transmission line in and under a portion of the property known as the “Gravel Pit.” Prior to executing the easement, the Commission will enter into a host community agreement with Eversource to ensure appropriate mitigation, including construction of a trail connecting to the Town’s trail network along the Greendale Avenue green buffer zone.