

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

DIRECTOR'S REPORT

October 3, 2008

*Background notes for Monday, October 6th
Park and Recreation Commission Agenda*

MONDAY'S MEETING

Due to next week's Monday holiday (Columbus Day), the Park and Recreation Commission meeting has been moved to Monday, October 6 at 7:00 PM. The meeting location is the Newman School Media Center, located off the main lobby of the school.

ATHLETIC FIELD LIGHTS

The joint policy of the Trustees of Memorial Park and Park and Recreation Commission for use of the athletic field lights at Memorial Park and DeFazio Park have been updated with the changes required by the Zoning Board of Appeals. The Commission has been sent a copy for review at the meeting and be reminded of what was established almost two years ago now, and the document is on the Town's website for residents to read. At this time, it does not appear that there will be any use of the lights at DeFazio this fall, but under # 13 of the policy, the Memorial Park Trustees will need to invite organizations using the lights and any interested residents to one of their winter meetings to get input.

PARK BATHROOM CLEANERS

As of October 1st, we now have a new firm responsible for cleaning park bathrooms. This project was added to the High School cleaning contract, and the renewed contract with ISS Facilities Services is for five years. They will clean Cricket for a few more weeks, until the building is shut down for the winter. They have done an initial cleaning at Claxton. Public Facilities-Operations Director Chip Laffey has been able to get the contractor to complete the tasks required to pass the building inspection, and expects the project to be completed by next week. The Claxton building is a heated building, as it is a work space for the Parks Division, so the water is not turned off during the winter. The DeFazio bathrooms are shut down due to construction. The company will do a final cleaning next week, before the water is turned off for the winter. Due to the lower cost for these three buildings, I'm able include Memorial Park in the service. The Parks Division has tried to clean the bathrooms periodically, but the task was always secondary to their other projects. This will allow for a regular cleaning program for both the public bathrooms and those located within the building. They will not be responsible for cleaning the meeting spaces. They will likely do one thorough cleaning of the concession stands at Memorial and DeFazio each spring, and then the user groups will be responsible for regular cleaning. The Parks Division is picking up some of the staffing for playground maintenance so we are basically trading some tasks without the need of trading funds.

PLAYGROUNDS

The painting of the playground games on the new asphalt should be done this weekend at Mitchell. The map painter will also be there, so hopefully they will be all done by the end of the day on Saturday. At Hillside, the map is the final piece to go down.

TRAVELING VIETNAM VETERANS MEMORIAL

The wall will arrive at Memorial about 2 PM on Tuesday, October 28th. It will likely come through the Town Center from Route 128, to avoid harsh turns. Volunteers are being sought to help provide coverage from Thursday through Sunday, 24 hours a day. Volunteer captains are being asked to bring groups together for 6 hour shifts, with at least 6 people on site at one time. A large group will be able have short volunteer shifts within their 6 hour block of time.

CONFERENCE

I will be at the National Recreation and Park Association's annual conference in Baltimore from October 13-17. I'll be back in the office on Monday, October 20.
