

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

**Minutes of Meeting
July 28, 2008**

PRESENT: Cynthia J. Chaston, Chairman
Brian S. Nadler, Vice Chairman
William R. Dermody, Member
Christopher R. Dollase, Member
Philip V. Robey, Member
Patricia M. Carey, Director

ABSENT: Karen A. Peirce, Assistant Director

GUESTS: Bob Cohen, Resident

The meeting convened at 7:00 PM in the Board of Selectmen's meeting room located in the Town Hall.

1. **Minutes of Meeting:** None presented.
2. **Financial Report:** None presented. Ms. Carey presented an update on the revenue collected just at the pool in 2008 vs. what was collected just at the pool in 2007. Losing 10 days of revenue in June has shown a lower revenue collection in 2008.
3. **Correspondence**
 - A. **Summer Thank You Notes:** Ms. Carey shared copies of some thank you notes sent to the department, complimenting pool and program staff. The notes have been shared with the staff members. Mrs. Chaston noted how nice it was for the people to take the time to write complimentary notes.
4. **Assistant Director's Report:** As Ms. Peirce was not able to attend the meeting, no report was given. Ms. Carey noted that programs and pool were going very well, and starting to gear up for the end of the summer. Ms. Peirce is working on the fall programs and brochure.
5. **Discussion Items:**
 - A. **Director's Current Project List:** In reviewing the tasks Ms. Carey is working on, Mr. Robey noted his concern with the amount of time that it takes to handle procurement tasks. Mrs. Chaston asked how much time is taken up with construction meetings. Ms. Carey noted that there is a weekly meeting on Monday afternoons that is about 2 hours in length, and then periodic issues to handle throughout the week, but nothing overwhelming. Mrs. Chaston asked about the progress on protocol for using synthetic turf. She wondered if it was more important for the Trustees of Memorial Park to be involved at this time since their turf field will be the first one in use. Ms. Carey felt that it was important to have the same set of rules at both sites, and that the Trustees were waiting to see what was recommended by Park and Recreation. Ms.

Carey will have information at the August 11th meeting. Mr. Nadler asked if there was an update on MUSCO and setting up how the lights will be used and the fee that will be charged. Ms. Carey is still waiting to hear back from MUSCO.

B. Trails Plan Update: Ms. Carey noted that the Conservation Commission has joined the Park and Recreation Commission in endorsing the Trails Master Plan. It is now before the Board of Selectmen, and she believes it will be reviewed at their next meeting. The next steps will be to set up a plan for moving forward to start implementing the plan, including working with volunteer groups. A message was left for Mrs. Chaston requesting her to meet with the clerk to the Friends of Needham Woods and Waters, Sam Bass Warner. He has already had informal conversations with Mr. Dermody about fundraising. Mr. Dermody suggested that the best avenue might be the creation of a 501c3 non-profit.

C. Field Construction Update: Ms. Carey reported that the synthetic turf was all down at Memorial Park and that the infill mix would be installed over the week. There are a few issues to be resolved at Memorial related to electricity and the 60 foot diamond backstop. DeFazio work is progressing, and the Needham Sports Council will make a decision within the next few days on whether they will have enough funds to have the work done at DeFazio South. Mr. Nadler asked when lining would be done at Memorial Park. Ms. Carey said it would be done in time for NHS High School football practices, and would also be lined for soccer. Mr. Robey asked if Gale Associates was accepting responsibility for some of the issues that remain unresolved. Ms. Carey said that all groups are working towards fair resolutions. Ms. Carey and Mr. Remsen will be working on lists of projects at both parks that are not part of the plans. She is also trying to get the Memorial Park Trustees to develop a list of capital projects for the future.

D. Field Scheduling Update: Leagues are submitting their requests so they can all be evaluated next week. Mr. Dollase asked if seeded and sodded areas at the parks will be fenced off. Ms. Carey said the construction fence won't remain as that belongs to the contractor, but some type of snow fencing will be put up. As difficult as scheduling is for all the groups, Mr. Nadler noted that he wasn't hearing any complaints.

E. Fall Brochure Update: Ms. Carey noted that some of the work related to the Fall Brochure is not completed, so she was not able to seek a discussion or vote on the program fees at tonight's meeting. Since the printing deadline occurs prior to the next Commission meeting, she asked if two Commissioners could work with Ms. Peirce and Ms. Carey on the fee recommendations in order for them to go to print, and then have them ratified at a Commission meeting. The Commission agreed to this arrangement for the 2008 Fall Brochure.

F. Other Business: Mr. Dollase reported that he and Mr. Nadler had scheduled a night geocaching opportunity but had to cancel due to thunder and lightning storms. Mr. Dollase has explained to Mrs. Birchmire that the Commission is concerned about

having people in the Town Forest at night, and giving permission for one type of night use but not others. The Commission will continue the discussion after Mr. Dollase and Mr. Nadler's sample geocaching.

Mrs. Chaston asked if some of the Commissioners could start viewing financial information on Rosemary Pool. Ms. Carey said that in the fall they get the annual report giving them five years of comparative information. This year's report will include the extra work done by the DPW. Mrs. Chaston would like the Commission to discuss the future of the pool and whether it can continue. Ms. Carey said that the 1998 study provided the engineering information to show that the structure is solid, and that an upcoming study will provide the information needed by the Commission. Mr. Nadler noted that the Commission also had to look at what it costs to operate the current pool vs. what it would cost to build something new.

6. Action Items:

A. Special Event Request: Braunstein: Mr. Dollase made a motion to approve the request of Rob Braunstein to hold a family part at the DeFazio Tot Lot on Sunday, August 31, 2008 from 2:30 PM to dusk for approximately 75 people. The motion was seconded by Mr. Dermody and approved unanimously.

B. Special Event Request: Temple Aliyah: Mr. Dermody made a motion to approve the request of Temple Aliyah to hold a family picnic for their congregation at the DeFazio Tot Lot on Sunday, September 7, 2008 from 3:00 to 8:00 PM for approximately 150 people. The motion was seconded by Mr. Dollase and approve unanimously.

C. September and October Meeting Dates: The regularly scheduled meeting on September 8th may need to change and will be discussed at an upcoming meeting. The second meeting in September will remain on September 22nd. Due to the Columbus Day holiday on October 13th, the first meeting in October will be held on October 6th.

- 7. Adjournment:** Mr. Dollase made a motion to adjourn the meeting 8:05 PM. Mr. Dermody seconded the motion and the meeting adjourned at 8:05PM.

Respectfully submitted,

Patricia M. Carey, CPRP
Director