

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

**Minutes of Meeting  
October 6, 2008**

- PRESENT:** Cynthia J. Chaston, Chairman  
Brian S. Nadler, Vice Chair  
Christopher R. Dollase, Member  
Philip V. Robey, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director
- ABSENT:** William R. Dermody, Member
- GUESTS:** Bob Cohen, Resident  
Needham Little League, Tom Jacobs and Bud Sumner

The meeting convened at 7:00PM at the Newman Elementary School Media Center.

1. **Minutes of Meeting September 2, 2008:** Mr. Dollase made a motion to accept the minutes of the September 2, 2008 meeting. Mr. Robey seconded the motion and the minutes from the September 2, 2008 meeting were approved.  
  
**Minutes of Meeting September 22, 2008:** Mr. Dollase made a motion to accept the minutes of the September 22, 2008. Mr. Nadler seconded the motion and the minutes from the September 22, 2008 were approved.
2. **Financial Report:** None presented.
3. **Correspondence**
  - A. **Abutter Legal Notice- from 60 Blake Street:** Ms. Carey shared a legal notice to be published in the Needham Times regarding a public hearing scheduled by the Conservation Commission for property located at 60 Blake Street. She does not believe the project is a concern to adjacent Park and Recreation property.
4. **Assistant Director Report:** Many of the fall programs have started or are starting in the next two weeks. The outdoor programs such as golf and tennis are ending in the next 2 weeks. Ice Skating and Kids Night Out program staff have been interviewed and hired. Ms. Peirce invited the Commissioners to attend the Spooky Walk to be held on Saturday, October 18<sup>th</sup> on the Town Common. She is working on collecting data regarding on line registration programs and will be surveying other towns that have been using on line registration programs to understand more about the capacity and benefits of these applications.

**5. Discussion Items:**

**A. Director's Report:** A written report was submitted prior to the meeting. Ms. Carey reported that the map of the United States is almost complete on the Mitchell School playground. Responding to a question from Mr. Nadler, Ms. Carey reported that NSTAR installed the light pole at Memorial Park last week. Next the transformer is to be installed and once completed will need to be inspected by the building department electrical inspector. Once the electrical work is completed the sod can be installed. Ms. Carey reported that the synthetic turf has been delivered to DeFazio Park and is ready to be installed this week. The infill mix will be installed in about a week. The asphalt for the track has been completed and a fence will go up this week. Mr. Nadler asked if the synthetic turf would be available for use this fall. Ms. Carey indicated that access to the synthetic turf and parking could make it difficult for groups to use this fall. Mr. Nadler suggested that Ms. Carey notify the user groups that the synthetic turf at DeFazio Park would not be available until the spring season.

**B. Review of Joint Policy for Use of Athletic Field Lights at Memorial Park and DeFazio Park:** Ms. Carey reviewed the Joint Policy for Use of Athletic field Lights at Memorial Park and DeFazio Park. There were a few questions about some of the wording but Ms. Carey will correct typographical errors. Listed in the Joint Policy is a condition that the applicant must file with the Zoning Board of Appeals a written request for review in November 2009.

**C. Capital Project Submissions:** Ms. Carey shared the Capital Improvement Submissions list which included the following projects: Cricket Building Renovations, Playground Structure Replacements, Purchase of Open Space Land, Mills Field Improvements, New Athletic Fields Study, and Improvements to Memorial Park, McCracken Camp Improvements, Rosemary Pool Complex Renovations, Former Landfill Pedestrian Access, Landfill Reuse Feasibility Study and an Outdoor Security System. Mr. Nadler asked if Mills Field had bathrooms and if not could portable toilets be brought in? Ms. Carey indicated there are no working bathrooms at Mills and currently the department does not have the funds for portable toilets at Mills or any other park. The Commissioners thanked Ms. Carey for the well executed Capital Project List. The meeting to present the budget will be held on Saturday, November 1 at 8:00AM.

**D. Working with Needham Friends of Woods and Waters:** Mr. Dollase volunteered to serve as a liaison to the Friends of Woods and Waters group. He will contact Mr. Sam Bass Warner to introduce himself as the Park and Recreation Commission liaison.

**E. Update on Little League Request for Year-Round Storage:** Prior to the meeting Ms. Carey and Parks and Forestry Superintendent Lance Remsen compiled a list of all of the current community group storage on Town property for the Town Manager. In July Needham Little League had requested approval to

place a storage trailer in the Dwight Field parking lot to permanently store all of the Little League equipment. Ms. Carey indicated at that time that all groups in town are in need of storage facilities. She gave the request to the Town Manager. as the Dwight Field and parking area is under the jurisdiction of the Board of Selectmen. Mrs. Chaston and Mr. Nadler encouraged Ms. Carey to seek an answer from the Town Manager so the group can move forward. Mr. Nadler suggested seeking approval for temporary storage for Little League to do what can be done to help Needham Little League. Mrs. Chaston agreed that the idea had merit and recommended the idea of temporary storage be brought forward to the Town Manager. Tom Jacobs representing Needham Little League recognizes that a decision granting storage to Little League could set a precedent for other groups requesting storage but he would be satisfied if something could be done on a trial or temporary basis. Bob Cohen a Needham resident asked about the size of a storage facility, access to it, fees and would all groups and individual residents be allowed to request storage space. Mrs. Chaston noted that in her opinion her role as a Park and Recreation Commissioner is to help sports groups. She feels that this is a priority issue and should move up on the Director's priority list. Ms. Carey stated she would prefer to prioritize issues that concern safety rather than convenience issues. At this time there is no clear consensus and no decision was made. Ms. Carey will continue to keep the Commissioners up to date on any progress made by the Town Manager. She will also be available to answer any further questions the Town Manager may have regarding the storage request from Needham Little League.

**E. Other Business:** Mr. Nadler asked Ms. Carey if there was anything needed for the upcoming Special Town Meeting in regards to Option 4 for the Town Hall Renovation. Ms. Carey indicated that with or without Option 4 the Park and Recreation office is scheduled to move to 500 Dedham Ave. during and after the Town Hall completion. Mr. Nadler noted the Community Preservation Committee is meeting on October 8, 2008 to discuss Option 4.

**6. Action Items:**

**A. None Presented**

- 7. Adjournment:** Mr. Dollase made a motion to adjourn the meeting 8:33 PM. Mr. Robey seconded the motion and the meeting adjourned at 8:33PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS  
Assistant Director