

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

**MINUTES OF MEETING  
October 27, 2008**

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

**ABSENT:** Christopher R. Dollase, Member  
Karen A. Peirce, Assistant Director

**GUESTS:** Bob Cohen – DeFazio neighbor

The meeting convened at 6:30 PM at the Newman School Cafeteria.

1. **Minutes of Meeting of October 6, 2008:** Reviewed later in meeting.
2. **Financial Report:** The Commission reviewed the September 2008 financial report. Ms. Carey noted that more purchase orders are now required, and they are viewed as “spent funds” on the monthly report, so it will appear that money is being spent earlier in the fiscal year than what the Commission has seen in the past.
3. **Correspondence:** None presented
4. **Assistant Director’s Report:** None presented. Ms. Peirce is attending the two-day Massachusetts Recreation and Park Association conference.
5. **Discussion Items:**
  - A. **Director’s Report:** None presented. Mrs. Chaston asked about the Exchange Club annual service day project. Ms. Carey visited the members on Saturday morning as they did the final installation steps for the two new pieces of play equipment and two new grills. She also stopped by on Sunday to see the final product. Children are already enjoying the new equipment, and the playground is now a more highly used location due to the two years of improvements provided by the Exchange Club.

- B. FY 2010 Operating Budget:** Ms. Carey has submitted the department's operating budget request. Except for step raises included in the salary line, the budget is level funded. Ms. Carey will be attending the Town Manager's budget meeting on Saturday, November 1 at 8:00 AM. Mrs. Chaston hopes to attend with her, and to also offer support for any projects requested by Parks and Forestry Superintendent Lance Remsen.
  - C. Field Scheduling Update:** Ms. Carey and Mr. Remsen will meet with the Town Manager next week to discuss field scheduling issues, and then try to work out Needham High School's spring uses, with some assistance from Selectman Jim Healy and Mr. Nadler. After that, hopefully in early December, it would be time to bring in the community groups to start working on scheduling on the new fields, the new lights, and working around the areas closed due to construction. Mr. Dermody would like to make sure that all possible Needham High School teams be given the opportunity to play games, including night games, at Memorial Park. Mr. Nadler noted that the Athletic Director had to encourage night events with all possible coaches and then work with the DPW and Park and Recreation to set them up. Ms. Carey, Mr. Remsen and Mr. Nadler walked the DeFazio site with Mark Miskin from the Needham Soccer Club. There had been some rumors circulating about field sizes, so the walk-through helped everyone better understand the capacity of DeFazio and see how the layouts work. Ms. Carey offered tours to other Commission members, too.
  - D. Field Construction Update:** The sod is being put down at Memorial Park and will be done before the Wall That Heals opens to the public. The parking lot will be cleaned on Tuesday to be ready for the Walls arrival. The dugouts and netting will wait until the ground freezes so the trucks do not harm the new sod. The temporary fencing will be shifted to allow the memorial area to be open to the public. At DeFazio, the supplies for installing the track are on site ready for work to begin this week. Sodding and seeding work will start in a few weeks. McLeod diamond should be ready for use in the spring, but the diamond located near Pollard will be seeded and need at least two growing seasons before use.
  - E. Other Business:** Mr. Dermody thanked the Commission for their support and flowers for his family at the recent loss of his mother.
- 6. Action Items:**
- A. Booster Club Request: Christmas Tree Sales at Claxton Field:** Mr. Dermody made a motion to approve the annual request from the Booster Club to sell Christmas trees at Claxton Field in the quarry area, under guidelines provided by the Director of Park and Recreation. The motion was seconded by Mr. Robey and approved unanimously.

- B. Minutes of October 6, 2008 Meeting:** Mr. Robey made a motion to approve the minutes of the October 6, 2008 meeting as presented. Mr. Dermody seconded the motion. There were three votes in favor of the motion and one abstention.
- 7. Adjournment:** Mr. Nadler made a motion to adjourn the meeting at 7 PM. The motion was seconded by Mr. Dermody, and the meeting adjourned at 7:00 PM.

Respectfully submitted,

Patricia M. Carey, CPRP  
Director