

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

**Minutes of Meeting
April 12, 2021**

PRESENT: Cynthia J. Chaston, Christopher J. Gerstel, Matthew M. Toolan, Bruce Williams

ABSENT: Michelle S. Geddes

STAFF: Stacey Mulroy, Kristen Wright

Ms. Chaston called the meeting to order at 7:06 PM remotely using Zoom. Ms. Chaston read a statement regarding public meeting process due to COVID-19.

1. Open Forum – Public Comment

None presented.

2. Director's Report

Ms. Mulroy presented the Director's Report. The Commission reviewed the report.

Mr. Gerstel reviewed all the CPC projects.

Ms. Chaston thanked the Parks team for getting the dividers at DeFazio up in the parking lot. Mr. Gerstel asked if we could add signs to help with the parking lot pattern. Ms. Chaston thanked the staff for getting the field permits out and asked about Greene's field and why it is closed. Ms. Mulroy stated that it was heavily used late into the season and the delay in open will allow the grass to grow-in and while there will be passive recreation, keeping organized use off for a short period of time in the beginning will hopefully keep the field open for the remainder of the season.

Ms. Chaston thanked Mr. Olsen and the Parks and Forestry staff for all their hard work and for getting McLeod back online so quickly. Mr. Gerstel stated that he thinks the permits that were issued this year were professionally done and appreciated the new permitting process. Mr. Gerstel asked for an update on Pollard. Ms. Mulroy stated that the fencing is on order and we are in the process of getting on the installers schedule.

Ms. Chaston asked about tennis nets around Town. Ms. Mulroy stated that the Parks team is checking out Newman and Mills and we are looking into patching for the High School courts because the cracks are getting quite bad.

3A. Projects

CPC Update

Provided earlier in the meeting.

3B. Summer Programs

Ms. Mulroy reviewed the programming that will be offered this summer. Ms. Mulroy stated that the Board of Health did approve for us to move forward with Arts in the Park, but Children's Theatre will not be held this year.

3C. The Pools at RRC

Ms. Mulroy stated that we are going to begin advertising and selling memberships from the new system. Ms. Mulroy stated that Ms. Wright is working on setting up trainings for the staff to get everyone up to speed.

Ms. Mulroy stated that after the meeting with the Board of Health the swim team, swim lessons, and use of the spray deck will be open for the season. Ms. Mulroy stated that we are still reviewing slides with the Board of Health. Ms. Mulroy stated that we will have time slots but not limited to pods.

Ms. Mulroy and Ms. Wright discussed the Pools bids for both the chemicals and the opening and closing procedures that will be opened Friday, April 23.

Ms. Mulroy and Ms. Wright discussed the staffing for both the Pools and the Programs. Ms. Wright indicated that there were 52 re-apps received.

3D. Fields & Facilities

Ms. Mulroy indicated that the only thing that came in after she wrote the Director's Report was a request for Pickleball lines. The Commission discussed the options within the current facilities. The Commission discussed different locations to put lines down to allow for 'pick up' pickleball play. Ms. Mulroy suggested using tape as a pilot and see how it goes.

3E. Town Meeting – May 2021

Ms. Mulroy stated Town Meeting will be in Memorial Park parking lot, the fields will not be permitted at that time, and the parking lots at the High School and the upper lot at Rosemary will not be available to field users.

4A. Program Pricing Approvals

The Commission reviewed the chart of program pricing.

Mr. Toolan made a motion to set the program fees as recommended by the Department except for Bridges to Fun. Mr. Gerstel seconded the motion and it passed 4-0.

4B. Special Events

Bumps, Babies & Beyond

Mr. Gerstel made a motion to approve the special event request and the recommended rate identified in the line with the Commissions policy of \$500. Mr. Williams seconded the motion and it passed 4-0.

NHS Girls Soccer

Mr. Gerstel made a motion to approve the special event request and the recommended rate identified in the line with the Commissions policy of \$25. Mr. Toolan seconded the motion and it passed 4-0.

NHS Ski Team

Mr. Toolan made a motion to approve the special event request and the recommended rate identified in the line with the Commissions policy of \$25. Mr. Gerstel seconded the motion and it passed 4-0.

Resident Alejandra Acevado

Mr. Toolan made a motion to approve the special event request and the recommended rate identified in the line with the Commissions policy of \$250. Mr. Gerstel seconded the motion and it passed 4-0.

Pak 4 Needham Cub Scout

Mr. Gerstel made a motion to approve the special event request and the recommended rate identified in the line with the Commissions policy of \$25. Mr. Williams seconded the motion and it passed 4-0.

John Eliot PTC

Mr. Toolan made a motion to approve the special event request and waive the special event fee. Mr. Gerstel seconded the motion and it passed 4-0.

Mitchel PTC

Mr. Toolan made a motion to approve the special event request and waive the special event fee. Mr. Gerstel seconded the motion and it passed 4-0.

Broadmeadow PTC

Mr. Toolan made a motion to approve the special event request and waive the special event fee. Mr. Gerstel seconded the motion and it passed 4-0.

NCE – Sports Photographs & Family Astronomy Night

Mr. Williams made a motion to approve both special event request and the recommended rate identified in line with the Commission's policy of \$250 per event. Mr. Gerstel seconded the motion and it passed 4-0.

Community Drive-ins

Mr. Gerstel made a motion to approve the use of Newman upper parking lot (near tennis courts) for community groups to hold drive-ins by request, on Saturdays with set-up to begin no earlier than 6:00pm, with Park and Recreation staff on sight, and a police detail. Mr. Gerstel further moved that the fee for this use will be \$250 per event. Mr. Toolan seconded the motion and it passed 4-0.

Car Washes

The Commission review the car wash policy and acknowledged that the Board of Health is not permitting car washes in Needham until a mask mandate is no longer in effect.

Powder Puff Football Event

Ms. Mulroy stated that she was awaiting more information from the Board of Health.

Needham Soccer Club - Memorial Day Event

Mr. Toolan made a motion to approve the use of Cricket 1 & 2, DeFazio Brock, Founders, Conroy, Healy, McLeod, Carleton Pavilion and green space, High Rock Multipurpose, Newman Multipurpose, and Pollard Multipurpose for Friday, May 28 – Monday, May 31 for their Memorial Day Event. The fee will be determined at a later time. Mr. Gerstel further moved that the fee for this use will be \$250 per event. Mr. Gerstel seconded the motion and it passed 4-0.

July 4th

The Commission discussed the 4th of July request that will go in front of the Memorial Park Trustees and how they may support any events planned over the 4th.

4C. Meeting Minutes

March 22, 2021

Mr. Gerstel made a motion to approve the meeting minutes from March 22, 2021 and the Field Summit held on March 22, 3021. Mr. Toolan seconded the motion and it passed 3-0-1.

5. Thank you and Goodbye Matt Toolan

The Commission took some time to thank Commission Toolan for remaining on the committee for the past year and highlighted the many contributions Matt made to the Commission including the work he did on the Rosemary Recreation Complex.

6. Topics for Future Meetings

- Discuss naming of the Reservoir Trail after the Select Board discussion.
- Skatepark

7. Issues Not Reasonably Anticipated by the Chair within 48 Hours

None presented.

8. Next Meetings

The Commission reviewed the next meeting dates.

9. Adjournment of Business Meeting

Mr. Toolan moved to adjourn the April 12, 2021 Park and Recreation Commission meeting at 9:10pm. Mr. Gerstel seconded the motion and the meeting adjourned at 9:10pm.

Needham Park and Recreation Commission
Minutes of Meeting
April 12, 2021
Page 5 of 5

Respectfully submitted,

Kristen Wright
Administrative Specialist