

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

DIRECTOR'S REPORT

November 19, 2010

*Background notes for Monday, November 22nd
Park and Recreation Commission Agenda*

SPECIAL EVENT REQUESTS

There will be two requests in the Commission meeting packet, but I'm only asking for a decision on one. A permit was requested for a pick-up flag football game, but additional information indicated that it was a fundraising event that requires a special permit. That is listed under Action Items on the agenda. The second request is for next fall, and is included to be part of the discussion related to permits.

PROJECTS WITH DPW

The Asa Small project is basically completed now, with just a few final punch list items. Most of the remaining work will need to be done in the spring and relates to restoration of the turf. The contractor and Town are in agreement on the remaining tasks, and final payments will not be made until the work is complete. Over the winter, the new Parks & Forestry Superintendent and I will review each park and update the list of projects that should be done and will present a draft to the Commission for input. We also will collaborate on the procurement work needed for some projects, and I will help him prepare for the extremely busy spring sports season. I've been invited to sit in at the monthly Superintendents meetings due to the number of projects we are currently working on together, so the hope is that we'll be able to coordinate stages of each project in a more productive manner.

BUDGETS

Chairman Phil Robey and I attended a meeting with the Town Manager, the two Assistant Town Managers, and representatives of the Finance Committee this week. They reviewed the operating budget request. The most significant change was in our payroll request due to the addition of the Recreation Supervisor position, elimination of the Department Assistant 2 position, and the hiring of a new Administrative Specialist. The capital budget requests were also reviewed. The Commission's packet includes copies of the trails requests submitted jointly by Conservation Commission and Park & Recreation, as well as an athletic field request made by the Parks & Forestry Superintendent. The DPW has also submitted an updated request for paving the DeFazio parking lot, which is estimated at \$10 million due to all of the federal requirements. I don't currently have a copy of that request.

COMMUNITY PRESERVATION REQUESTS

The Commission doesn't have a capital budget request that is eligible for CPA funding, under the current legislation, though several will become eligible if the amendments are

approved. I will submit a joint CPA application on behalf of the Commission, the Selectmen and the Conservation Commission for the purchase of land, in the event a parcel or an easement comes forward during the review process.

THANKSGIVING DAY GAME

The 123rd meeting of Needham and Wellesley for their annual Thanksgiving Day game will take place at Memorial Park in Needham on Thursday morning at 10 AM. There is a major effort to sell tickets ahead of time to decrease the ticket sale lines on Thursday morning. Park and Recreation is one of the ticket sale sites. Pre-purchased tickets are \$8/person and the price goes up to \$10/person on game day.

VACATION

I'll be taking Tuesday, November 23 through Monday, November 29th off to spend time with family visiting from out of state.
