

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

**Minutes of Meeting
September 23, 2013**

- PRESENT:** Michael J. Retzky, Chairman
Cynthia J. Chaston, Vice Chairman
Thomas M. Jacob, Member
Matthew M. Toolan, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director
- ABSENT:** David C. DiCicco, Member
- GUESTS:** Janet Jankowiak, YMCA
Connie Kaufman, YMCA
Jo-Anne Ochala, Community Center Committee
Dan Shapiro, Cricket Neighbor
Bob Cohen, Resident
Walter McIrney, North Hill
Janet Hirsch, North Hill
Eric Zaks, Roxbury Latin School

The meeting convened at 7:00PM in the Charles River Room located in the Public Services Administration Building.

1. **Minutes of Meeting of September 9, 2013:** Mr. Jacob made a motion to approve the minutes of the September 9, 2013 meeting. Mrs. Chaston seconded the motion and the meeting minutes were approved unanimously.
2. **Director's Report:** Submitted in writing prior to the meeting.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
 - Partnering with the Historical Society to help advertise the Historical Walk on October 6th.
 - Prior to the move the new Senior Center, the Wednesday and Friday Senior Exercise classes will be held at the Baptist Church. The programs will move to the new location the week of November 10th.
 - Attended the Winter Sport Summit on 9/19 to review gym space for indoor recreation programs. It was an opportunity to meet the other user group representatives.
 - The Board of Selectmen is working with the Disability Commission to review a new handicapped parking logo which depicts a more independent active icon. The Disability Commission will be walking through the Senior Center on 9/27 to make sure the new facility is completely accessible.
4. **Discussion Items:**
 - A. **Rosemary Pool Study:** Discussed later in the meeting.

- B. North Hill Parking:** Janet Hirsch and Walter McInry from North Hill attended the meeting to request the use of the Dwight Field parking lot for staff parking during construction at North Hill. They apologized for not coming in to meet with the Commissioners earlier to discuss further use of the Dwight Field Parking lot. Ms. Carey indicated that the Charles River Center has been granted the use of 12 parking spaces for overflow parking on occasional days. North Hill would like to continue to use 51 spaces during construction, Monday – Friday 6:00AM-5:00PM. Employees will use the Dwight Field parking lot and a shuttle bus will bring them back and forth to North Hill between the hours of 6:00-9:00AM and 3:00-5:00PM. North Hill will maintain the parking lot, fill pot holes, add painted parking lines, clean up the lot and plow during snowstorms. The North Hill Security Department will monitor the parking lot. The goal is to have the construction project completed by January 2015. Ms. Carey will contact Janet Hirsch to finalize the details.
- A. Rosemary Pool Study:** Ms. Carey shared the draft information from the Weston and Sampson Rosemary Pool Feasibility Study. They are continuing to flush out the timeline and costs of the project. Decommissioning the pool and returning to a swimmable lake could take longer than any of the options. Ms. Carey recommended the next step will be to bring the feasibility study to the public sometime in late November to look at the variables and parameters of all of the options. The public will need time to review and digest the report prior to a joint meeting with the Board of Selectmen. The final report from Weston and Sampson should be available in a few weeks. The Commissioners will need a few meetings to review and discuss the report to determine how to move forward looking to the Board of Selectmen for guidance on how to proceed. Mrs. Ochalla is interested in a public private partnership option and wanted to know when it would be appropriate to begin exploring a partnership. Mr. Retzky highlighted the public private partnership with the Sports Council for the Field of Dreams project. Whatever option is chosen, public support and funding will be required for the project to move forward. An important step in the process is to identify the stakeholders, their needs and involve them in the project. Mrs. Kaufman and Dr. Jankowiak have been regularly attending the Commission meetings and want to let the Commission know the YMCA is interested in collaboration but not duplication of services. They are interested in being invited to meet with the Commission and the Board of Selectmen. There will be many aspects to look at such as building costs vs operating costs of each option. Ms. Carey noted the Facility Master Plan working group is in the process of being created.
- C. Food Trucks:** The Board of Selectmen held a public meeting to discuss food trucks in Needham. The Board of Selectmen supported the by-law preventing food trucks from being parked less than 1000 feet from a park. Mrs. Chaston, Mr. Jacob and Ms. Carey will be meeting with the Town Manager and a few of the Board of Selectmen this week and this topic will be addressed. Ms. Carey recommended the 1000 foot limit be continued allowing food to be sold from a table for a special event if the permit holder allows it and it is approved by the Park and Recreation Commission. This topic will be discussed further at a future meeting.
- D. Soccer Club Donation:** Needham Soccer Club Executive Director Mark Miskin was unable to attend the meeting. To be discussed at the next meeting.
- E. Newman/Eastman Conservation Project:** Ms. Carey reported the designated Town staff members have met twice regarding the Newman/Eastman Conservation Project. The next step will be to get the bid documents out. People involved in this project include the Conservation Director, members of DPW, Engineering, the Health and Wellness Coordinator and High School Athletic Director and the Science Center Director.

F. Fall Fields: Ms. Carey reported the weather has been good and the fall field users are getting along. The no parking signs have been working on High Rock Street, and a number of people are parking at Newman and walking through the path or by sidewalk to Cusick Field, but a large number of cars are now parking on Central Avenue, which is narrow and does not have a parking lane. It is possible that it is visiting teams parking on the street. Traffic Management will be monitoring this situation, which might require the addition of No Parking signs on Central Avenue.

G. Harold J.A. Street, III Trust: Ms. Carey reviewed the donation to inform Mr. Toolan about the \$22,000 trust fund donation from Mr. Harold J. A. Street III. Some of the Commissioners would like to use some of the funds to improve the amenities at the trails. No final decision has been made at this time as to how to use the donation.

H. Proposed Rail Trail- Southern Section: The Board of Selectmen held a public hearing on September 17th on the two articles proposed for the Special Town Meeting warrant. Most comments were in support of creating the new path. The Community Preservation Commission is reviewing the request for funding for the insurance required under the lease with the MBTA.

I. Trails: The new "Take a Hike" program was to begin on September 12th but there were no participants.. The Trails Advisory Group is working with Engineering to review an easement map that is being developed.

J. Project Updates: Greene's Field, Walker-Gordon, Claxton Fencing, Newman Surfacing:

Greene's Field: The project is moving along with playground excavation and equipment delivery next week.

Walker-Gordon: The damaged tree and the broken fence panel have been removed. The Town's insurance does not cover the replacement of the tree, but DPW will try to have that funded by the insurance of the driver.

Claxton Field: The contract for the fence work has been signed and should be installed by mid October.

Newman School Surfacing: The playground surfacing project is completed. Ms. Carey will obtain a copy of the maintenance booklet from the company.

K. Capital Project Requests: Ms. Carey shared a list of capital projects that were approved at the May Town Meeting and the remaining projects to be re-submitted through FY15-20. She will share the Parks and Forestry Capital Request projects at a future meeting.

L. Greendale Avenue Chapter 40B Project: Ms. Carey reported the Greendale Mews Project submitted a new proposal reducing the number of units to 268 and will be located away from the Town sewer line. All the documents submitted for this project can be found on the Town website. Representatives from Greendale Mews project would like to meet with members of the Trails Advisory Group. Ms. Carey will arrange a meeting to learn about the project and how it effects the Greendale Trail.

M. Encroachment Update: Ms. Carey received a letter from the residents at 21 Armen Way. They have chosen Option B which permits them to leave the boulders in place, install a fence and wildflowers and remove the irrigation. Ms. Carey will monitor the placement of the new fence on the agreed upon property line. The project should be completed by the end of November 2013. Ms. Carey shared photographs of the property located at 170 Nehoiden Street. Ms. Carey will get an update about this project from the Conservation Director. Mr. Retzky suggested a post and rail fence or shrubs to indicate Town property.

5. Action Items

A. Hillside/Mitchell Pre-Feasibility Study (Cricket): Ms. Carey reported the MSBA will be touring the Hillside School this week. Cricket neighbor Dan Shapiro indicated that the School Committee is preparing a warrant article for the November Special Town Meeting for a feasibility study but he was unsure of what was being proposed to study. The concern is the feasibility study will include looking at Cricket Field as a viable school space. Ms. Carey will get additional information on the possible warrant article.

B. Appointment: Facility Working Group: Mrs. Chaston made a motion to appoint Mr. Toolan to the Board of Selectmen’s Facility Working Group, representing the Park and Recreation Commission. Mr. Jacob seconded the motion and the motion was approved unanimously.

C. Appointment: Community Preservation Committee: Mr. Jacob made a motion to appoint Mr. Retzky to the Community Preservation Committee, representing the Park and Recreation Commission. Mrs. Chaston seconded the motion and the motion was approved unanimously.

D. October and November Meeting Schedules: The October meetings will be held on Monday, October 7th and Monday October 28th. One meeting will be held in November on Monday, November 18th.

6. Topics for Future Agendas: None presented.

7. Adjournment: Mr. Jacob made a motion to adjourn the meeting at 9:30PM. The motion was seconded by Mrs. Chaston and approved unanimously. The meeting adjourned at 9:38PM.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director