

TOWN OF NEEDHAM TRUSTEES OF MEMORIAL PARK

MEETING MINUTES

(As **Amended** by Vote of the Trustees on 9/16/15)

Thursday, June 11, 2015 – 7:00 PM – Memorial Park Building

PRESENT: John Gallelo, Chairman; Jim Healy, Clerk; Mark Forbes; Chuck Mangine; Bill Topham; and Matt Borrelli, BOS designee

GUEST: Mary Celeste

The meeting was called to order by Chairman Gallelo at 7:06 PM. A quorum was declared.

The Minutes of the 5/14/15 meeting were reviewed, and a Motion was made and seconded to approve – Voted in favor 6-0.

Mary Celeste from “Parent Talk, Inc.”, presented a Special Event Request to run a “flicks on the field” event on Saturday, August 22, with a rain date of Sunday, August 23, from 5:00 pm to 10:00 pm. The Trustees reminded Ms. Celeste there shall be no activity in the memorials area and that the entire Park must be cleared of trash after the event. Because the Trustees next meeting will not occur until after this event, a Motion was made and seconded to both approve this request and also to waive the two-meeting requirement to take up votes. Voted in favor 6-0.

Motions were made and seconded to approve the following two (2) Special Event / Waiver Requests that were first discussed at the 5/14/15 meeting:

- Needham Exchange Club submitted an amended Special Event Request to leave the field lights on pass the 10:00 deadline on 7/3/15 to allow for the clean-up of the field area after the annual fireworks display. Voted in favor 6-0.
- Wellesley Amateur Radio submitted a Special Event Request to run its annual ARRL Field Day from 9:00 am on 6/27/15 to 3:00 pm on 6/28/15 in the gazebo and surrounding grassy area – but not on the playing fields. Voted in favor 6-0.

Healy advised that at the Board of Selectmen meeting on 6/9/15, the BOS approved a traffic / parking regulation for the parking lot. The lot will now be periodically checked by the Needham Police, who will issue tickets if called for.

The Trustees discussed the content of Town Manager, Kate Fitzpatrick's email of 6/5/15, including the following topics:

1. The Town is further reviewing the potential use of "Big Belly" solar trash receptacles. The Trustees stated that if the BOS is inclined to place one at Memorial Park, they need to further consult with the Trustees. Healy will advise the BOS accordingly.
2. The "Memorial Park Concession Revolving Fund" (which was re-authorized at the May Annual Town Meeting) has a current-day balance of \$603.00. There has been no revenue or expense activity since FY 2004. The Trustees stated that no expense should be paid out of this Fund without the express approval of the Trustees. Healy will advise the BOS accordingly.
3. Although at one time some donations were made to a Town of Needham School Scholarship Fund and/or Memorial Park Fund in memory of Kyle Shapiro, all such monies were returned by the Town to the Kyle Shapiro Foundation on 1/6/07 at the request of the Shapiro family. Accordingly, neither the Town nor Memorial Park is currently holding any such donations.
4. Ed Olsen will soon present his vision to the Trustees on the \$20,000 Gateway Garden improvement project.
5. At the May Annual Town Meeting, Article 49 transferred \$1,026,412 to the Athletic Facility Improvement Fund – bringing the balance of this Fund to \$1,969,657. It is the Town's intention to use these monies, when necessary, to help pay for the replacement of the synthetic turf (3 playing fields) and also for the future renovation or reconstruction of the Memorial Park Fieldhouse. Healy will consult with Selectman Borrelli and the Town Manager concerning the status of the potential renovation or reconstruction of the Fieldhouse.
6. The trash barrels at Memorial are emptied by DPW every Monday, Wednesday and Friday. The Trustees will monitor this. The Town Manager also advised she will be further discussing the ongoing trash issue with the new interim High School Principal. It was suggested that NHS students who have a community service requirement may be a good source of labor / ingenuity.
7. Chip Laffey is already obtaining quotes to address the rail fence issues at the High School. Trustee Forbes again stated this is a very serious safety concern.
8. The Town Manager suggested the Trustees meet with Park & Recreation concerning the field opening date in the spring at Memorial Park. Healy will contact Park & Rec.

Chairman Gallelo and Trustee Topham discussed their meeting with Assistant Town Manager, Chris Coleman on the Flags that were purchased from our FY' 15 budget appropriation of \$750. Healy will follow up with Coleman on this matter.

Trustee Gallelo requested permission to place a port-o-potty adjacent to the 90' baseball diamond. A motion was made and seconded to both approve this request and also to waive the two-meeting requirement to take up votes. Voted in favor 5-0, with Trustee Gallelo abstaining.

The Trustees are still very concerned about the poor sound system for the Memorial Day and Veteran's Day ceremonies. Healy and Borrelli will consult with the Town Manager concerning same. It may be wiser to procure an outside contractor for these two events rather than spend substantial monies on a new system that will have to be stored.

The Trustees reiterated their policy that anyone who uses the Gateway Garden sign boards may not use nails or staples and instead should slide the sign (4x8, ½ inch thick) into the sign holders. The Trustees will discuss with Ed Olsen whether we can make some slight "sign" improvements to address this issue when the Gateway Garden is renovated.

A Motion to adjourn was made, seconded and approved 6 – 0 at 8:19 pm.

The next Trustees meeting will be in September 2015 on a date to be determined at 7:00 pm, at Memorial Park.

AMENDMENT – at the following Trustees meeting on 9/16/15, it was brought to the attention of this Clerk that these minutes did not include the discussion about Needham Junior Football's request for a special event waiver to leave the field lights on until 10:00 p.m., on four game days – 10/3, 10/10, 10/17, and 10/24. The Trustees were generally in favor of this waiver request and agreed to take it up again at our next meeting. At our next meeting (9/16/15) a Motion was made, seconded and approved (5-0) to amend these minutes to reflect this discussion.

END OF MINUTES.

Respectfully submitted,

James G. Healy, Trustee and Clerk