

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

**Field Scheduling Summit Meeting
Notes of Meeting
January 11, 2016**

PRESENT: David C. DiCicco, Chairman
Matthew M. Toolan, Vice Chairman
Cynthia J. Chaston, Member
Christopher J. Gerstel, Member
Patricia M. Carey, Director
Robyn G. Fink, Assistant Director

GUESTS: *Memorial Park Trustees:* John Gallelo, Chairman
Needham Track Club: John Hrones, Michelle Geddes, Peter Farlow
Needham Soccer Club: Mark Miskin
American Legion Baseball: John Gallelo
Needham Temple Softball League: Mark Ettinger, Robert Markslen
Girls Lacrosse: Steve Hoffman
Needham Baseball and Softball: Bill Monahan, Paul Siegenthaler, Rick Tacelli
Charles River YMCA: Marcus Nelson
Needham Frisbee Club: Bill Gallagher

Mr. DiCicco called the meeting to order at 6:05 PM in the Charles River Room at the Public Service Administration Building (PSAB).

1. **Welcoming Statement:** Mr. DiCicco welcomed and thanks all members for attending the meeting.
2. **Introduction of Meeting Participants:** Each person shared their name and their organization.
3. **Updates and Scheduling Information**
 - a. **Park and Recreation Staff:** Ms. Carey introduced the members of the Park and Recreation staff. She announced that if any groups were planning on doing any maintenance, they must first talk with Parks and Forestry Superintendent Edward Olsen or Assistant Superintendent Kevin Naughton before doing anything. Other DPW staff are not authorized to approve maintenance projects.
 - b. **Schedule Information:** Attachment with deadlines was reviewed.
 - c. **Upcoming Budget Discussions:** Ms. Carey reported that operating and capital budget requests are currently under review. The Athletic Field Improvement fund continues to have funds added for when the synthetic turf needs to be replaced, as

well as to help fund improvements to the Memorial Park building. At Town Meeting, the Memorial Park Trustees will be asking for \$50,000 for a feasibility study for their building. DPW is requesting funds to make drainage improvements at Memorial Park.

- d. Completed Projects:** Newman Field has been raised and an extensive drainage system installed. The Eastman Conservation Trail at Newman has been rebuilt. The diamond work at Mills Field is complete, and the parking areas have been rebuilt. Bubblers, landscaping and other small items will be completed in the spring. A bid for a replacement restroom at Mills will be put out this winter, with hopes for installation in the spring. Trees have been added at Avery Field, Cusick Field, Walker Gordon and Claxton.
 - e. Upcoming Projects:** Pollard will have a full renovation, including installation of irrigation, this summer. A contract is already in place. The garden area will be restored at Memorial Park.
 - f. Working Together to have Great Fields:** Everyone needs to continue to work together to keep the fields looking great. Ms. Carey went over the Town by-laws regarding dogs at fields and the need for the programs and coaches to help enforce it. Ms. Carey reviewed parking issues at parks. Ms. Carey provided an update on the Eversource tree clearing project through town, and at DeFazio. All trees on the slope at DeFazio will be removed. There will be some mitigation plantings in the spring. There is a fence at the top of the hill to keep people off of the railroad tracks. She wanted all user groups to be aware of the safety concerns. Bill Monahan from Needham Baseball and Softball asked about the railroad underpass between DeFazio and Pollard and what the status was on the project. Ms. Carey stated the project started last summer, without communication to the Town, and it has been challenging to get updates. It is anticipated the work will be done this winter, but Rep. Garlick's office is assisting with getting improved communication.
- 4. Concussion Awareness:** Mr. DiCicco gave a recap of the Health Department's concussion training. All coaches will be required to take the CDC online survey on concussions and how to treat them. The Health Department received a grant to put together a database for all Needham coaches.

Trustee Chairman John Gallelo, representing the Memorial Park Trustees, reminded all groups about removing equipment from the building and field by the Thursday prior to July 4th. The Trustees also get a lot of complaints about dogs on the field. Please help to police your group.

5. Field Issues

- a. Parking:** Mr. DiCicco reminded everyone to monitor their group and to make sure that parking is only in designated spots.

- b. Trash:** Mr. DiCicco reminded everyone about picking up all trash before leaving the fields. He also explained why the trash cans are placed by the entrances so the packer truck can pick up the trash.
 - c. Dogs:** DeFazio and Memorial Park are not allowed to have dogs on them at all due to the turf. Needham Track Club's John Hrones suggested a single "no dogs" sign be placed on a big sign at the Carleton Pavilion at DeFazio Park.
- 6. Organizations meeting: diamond groups and multi-purpose groups to discuss resolutions to conflicts**
- 7. Next Steps**