

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

**Minutes of Meeting
August 13, 2018**

PRESENT: Christopher J. Gerstel, Chairman
David C. DiCicco, Member
Michelle S. Geddes, Member
Matthew M. Toolan, Member
Patricia M. Carey, Director

ABSENT: Cynthia J. Chaston, Vice Chairman
Robyn G. Fink, Assistant Director

Mr. Gerstel called the meeting to order at 6:30 PM at the front conference room at Rosemary Recreation Complex. Mr. Gerstel welcomed the Commission to their first meeting at the Rosemary Recreation Complex. The Commission toured the outside facility for 30 minutes, prior to the start of the business meeting.

1. **Minutes of Meeting – July 23, 2018:** Mr. DiCicco made a motion to approve the minutes of the meeting of July 23, 2018. The motion was seconded by Mrs. Geddes and was passed unanimously.
2. **Director’s Report:** The Commission reviewed the written report. Mr. Toolan commended the staff and Director for getting the facility prepared and opened on August 11th. The community was kept informed during the wait. Mr. Gerstel asked that the Commission’s appreciation be shared with the staff. For upcoming meetings, Mr. Gerstel will not be available on August 27th and Mrs. Geddes will not be available on September 11th.
3. **Program Report:** The Commission reviewed the written report. Ms. Carey noted that the programs were in their 8th and final week. They will celebrate with a staff pizza party this week. Mr. Gerstel asked how long the pools might be open. Ms. Carey noted that staff school schedules were being collected, and then a determination on how late into August the pools can be staffed will be determined.
4. **Discussion Items:**
 - A. **Rosemary Recreation Complex:** With major construction complete, there was no construction report presented. Mr. Gerstel asked that the subtitles be kept on the agenda for the near future, so that updates can be made. Mr. Toolan asked that the Commission receive a copy of the final punch list of projects, with a plan on how it will be managed. He suggested that the lights and sound system in the multi-purpose room should be changed, increasing the height so that they don’t limit the types of activities planned. Mr. DiCicco would like the Commission to have a deadline for completion of the punch list. Ms. Carey noted that the general contractor is not currently on site while the pools are

open, but will return after Labor Day. Some individual subcontractors are coming in to do some less intrusive tasks.

- B. Naming Request:** Drs. Jim and Jean Morehead submitted a letter to the Commission asking for consideration to be made for naming “the new pool” in memory of John “Jack” Marr who was the Town’s Engineer at the time of the creation of the original pool. Mr. DiCicco has been discussing with some Town residents the possibility of naming the multi-purpose room for Charles “Red” Rizzo, who was an instrumental member of the Commission for the creation of the original pool. He noted that Mr. Marr had been an employee, whereas Mr. Rizzo was a volunteer member of the Commission. Mr. Toolan also noted the option of having a “Wall of Fame” to recognize people who have contributed to the facility. Mr. Toolan suggested setting up a meeting time for discussion when all members were present, so Mr. Gerstel asked to have it placed on one of the October meeting agendas.
- C. Synthetic Turf Replacement:** The Commission reviewed articles on new synthetic turf products. Ms. Carey noted that Tighe and Bond will work with the Town on research and design. Parks and Forestry Superintendent Ed Olsen is coordinating the project, and the Commission and Trustees of Memorial Park will be involved through the process. Mr. DiCicco noted that the Town should look to outside firms and not continually use the same group of designers for projects.
- D. Commission Goals and Roles:** Mr. Gerstel would like input on new goals and prior goals that need to be updated and removed. He asked each Commission member to submit to him prior to September 24th so that the draft list can be reviewed at that meeting with the full board.

5. Action Items:

- A. Parking Request – Troop 13 Camporee:** Ms. Carey noted that this was an annual request and there were no concerns. It was primarily for overnight parking as there is no parking on the Boy Scout property. Mr. Toolan made a motion to approve the request from Troop 13 to use the Town Forest parking lot for overnight parking for the Camporee at the Boy Scout property on Saturday, September 22 at 11 AM through Sunday, September 23 at 9 AM, with overflow parking at Claxton Field. The motion was seconded by Mrs. Geddes and approved unanimously.
- B. Special Event Request – Halloween Geocache:** Ms. Carey noted that this event was annual and there were no issues in the past. Mr. Toolan made a motion to approve the request from Wendy and Tom Birchmire to host a Halloween night geocache event in the Town Forest on Wednesday, October 31st from 7 PM – 10 PM. The motion was seconded by Mr. DiCicco and approved unanimously.
- C. Request – Booster Club Christmas Tree Sales:** Ms. Carey noted that this was a long-time event hosted by the Boosters Club, with assistance from the Village Club in recent

years. Mr. DiCicco made a motion to approve the request from Needham Booster Club to host a Christmas Tree sale event From November 25-December 22nd in the Claxton quarry area. Mrs. Geddes seconded the motion and it was passed unanimously.

D. Request – Bertucci’s: Ms. Carey noted that this was a new request made by Bertucci’s to use the upper Rosemary parking lot as auxiliary parking on Saturday, September 8th from 3-6 PM for a “block party” event being set up in their own parking lot. Mr. Gerstel asked if the other businesses were aware of the event, and Ms. Carey understood that a number of businesses had been part of the discussion and planning. Ms. Carey noted that Junior Football was not scheduled to host games at Memorial Park on that date, so the Memorial Park parking lot should be OK for any uses that day at that park, without the need for auxiliary parking. Mrs. Geddes made a motion to approve use of the upper parking lot at Rosemary Recreation Complex for overflow parking for the Bertucci’s block party on Saturday, September 8th from 3-6 PM. The motion was seconded by Mr. Toolan and the motion was approved unanimously.

- 6. Issues Not Reasonably Anticipated by Chair within 48 Hours:** None presented.
- 7. Topics for Future Agendas:** Due to schedule conflicts, Mr. Gerstel would like upcoming project discussions to be held until the October meetings.
- 8. Adjournment of Meeting:** Mr. DiCicco made a motion to adjourn the meeting at 7:36 PM. The motion was seconded by Mr. Toolan and the meeting adjourned at 7:36 PM.

Respectfully submitted,

Patricia M. Carey, CPRP
Director