

PARK AND RECREATION COMMISSION TOWN OF NEEDHAM, MASSACHUSETTS

Minutes of Meeting May 27, 2008

PRESENT: Christopher R. Dollase, Chairman
Cynthia J. Chaston, Vice Chair
William R. Dermody, Member
Brian S. Nadler, Member
Philip V. Robey, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director

GUESTS: Bob Cohen, Resident
Julie Stevens, Resident

The meeting convened at 7:05PM in the Newman School Conference Room meeting room.

1. **Minutes of Meeting April 28, 2008:** Mrs. Chaston made a motion to approve the minutes of the April 28, 2008 meeting. Mr. Dermody seconded the motion and the motion was approved.
2. **Financial Report:** Ms. Carey reviewed the financial report. The early bird pool badge fees collected for 2008 were compared with payment collected in the same time period for 2007. Mr. Robey asked about the field administration fees. Ms. Carey indicated the fees are coming in now from the user groups. Ms. Carey announced that Town Accountant Melissa Melnick has resigned and is moving to Arizona.
3. **Correspondence:** None Presented
4. **Assistant Director's Report:** Ms. Peirce reported that 3 lifeguard positions and 1 playground counselor position are currently open. Ms. Peirce handed out the summer staff training schedules for the program and pool staff. She noted the Touch the Trucks event and the Nature Scavenger Hunt were both very successful.
5. **Discussion Items:**
 - A. **Director's Report:** A written report was submitted prior to the meeting. Ms. Carey gave an update on the protest from the second low bidder for the Memorial Park/DeFazio projects. She reported the company removed the protest and the original company R.A.D can continue with the track project. She also reported that 2 trees may need to be removed at Memorial Park in order to install the stairways to Highland Avenue. The Selectmen will make a recommendation to the Memorial Park Trustees regarding the tree removal.

B. Review of Completed Town Meeting: Mrs. Chaston noted that next year the Commissioners should look carefully at the DPW budget requests. Ms. Carey announced that the Town Hall Summit will take place on Monday, June 23, 2008 and she recommended that all the Commissioners be present. All staff and boards will discuss issues related to the Town Hall use options. Mr. Dollase asked that this topic be added to the agenda for the June 9th meeting to discuss the Town Hall options.

C. Review of Issues to Discuss at Field Scheduling Summit: The Field Summit will be held to discuss fall field use, synthetic turf field priorities and lights. The goal is to have the user groups begin talking about the possibilities and priorities for fields. All field user group representatives will be invited. Ms. Carey suggested the Director of the Health Department be invited to the Field Summit. June 16th was discussed as a possible date for the Summit. Mr. Nadler volunteered to assist Ms. Carey planning the Field Summit.

D. Review of Commission's Important Issues: There was a short discussion regarding the Commission's important issues. Mr. Dollase suggested the Commissioners come prepared to discuss and decide what duties each Commissioner would like to focus on at the next Commission meeting to be held on June 9th.

E. Other Business: Mr. Nadler announced that there is a sale pending sign posted at the McCracken property located on Nehoiden Street.

6. Action Items:

A. Parent Talk Request: "Flicks on the Field" at Claxton: Ms. Carey presented the request from Parent Talk to host two "Flicks on the Field" at Claxton Field in 2008. Mr. Dermody made a motion to approve the request for Parent Talk to host "Flicks on the Field" on Saturday, July 26th and Saturday August 23rd with rain dates of July 27th and August 24th from 5:00PM-10:00PM. Mrs. Chaston seconded the motion and the motion was approved.

7. Adjournment: Mrs. Chaston made a motion to adjourn the meeting 8:17 PM. Mr. Robey seconded the motion and the meeting adjourned at 8:17PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS
Assistant Director

