

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

**Minutes of Meeting  
July 15, 2019**

**PRESENT:** Christopher J. Gerstel, Chairman  
Cynthia J. Chaston, Vice Chairman  
Michelle S. Geddes, Member  
Patricia M. Carey, Director

**ABSENT:** David C. DiCicco, Member  
Matthew M. Toolan, Member  
Angela O'Connor, Assistant Director

Mr. Gerstel called the meeting to order at 7:00 PM at the Rosemary Recreation Complex. He commended the Exchange Club for the amazing activities on July 3<sup>rd</sup> and 4<sup>th</sup> and noted the Commission was proud to have Commissioner Dave DiCicco serve as the parade marshal.

- 1. Minutes of Meeting – June 24, 2019:** Mrs. Chaston made a motion to approve the minutes of the June 24, 2019 meeting. The motion was seconded by Mr. Gerstel. Mrs. Chaston asked for the next steps on the “park ranger concept.” Ms. Carey asked the Town Manager to have the Select Board discuss a goal that would help resolve some of the issues at parks, including possible fines. Mrs. Chaston asked about the deployment of the Big Belly units, and Ms. Carey reported that July 22<sup>nd</sup> is the current date. Mr. Gerstel would like to have the RTS Superintendent back for a review after the installation. The motion was approved.
- 2. Director’s Report:** The Commission reviewed the written report.
- 3. Program Report:** The Commission reviewed the written report.
- 4. Discussion Items:**
  - A. Summer Field Projects Updates:** Ms. Carey reported that the synthetic turf has been removed from the DeFazio fields, and they are just about finished removing the product from the site. A small section of fencing at McLeod was taken down to help with moving the materials, and the contractor will insure it is restored at the conclusion of the project. At Cricket, grading is just about complete, and they are starting to install the new irrigation system. Both projects have weekly construction meetings on Tuesdays, so Ms. Carey will send weekly updates after those meetings are held.
  - B. Playgrounds Capital Planning:** The Commission reviewed the comments that have been sent to Ms. Carey regarding improvements at DeFazio and Perry playgrounds, and as seen in Appendix A. The Commission will continue to review comments at their August meetings and then will be given some design concepts in the early fall to review.

**C. Rosemary Recreation Complex:** The Commission have been sent weekly updates on attendance. Mr. Gerstel would like to do some comparisons with a prior year at the former pool. Mrs. Chaston noted that on a recent visit, the office staff was all exhausted, so she'd like to make sure a staffing review is done in case assistance can be provided for next year. Mr. Gerstel agreed, and also suggested having a staff appreciation event for pool and program staff. The Commission agreed to hosting this after their meeting on August 12<sup>th</sup>. Mr. Gerstel asked about the filter operations. Ms. Carey said there are still some issues from the original construction that need to be repaired, making it a challenge to operate the system, but the pool water remains safe and clean. Some repairs need to wait until after the season. Mr. Gerstel suggested considering a survey at the conclusion of the summer for any new thoughts on operation for 2020. In general, comments have been favorable to the Commission and on social media.

## 5. Action Items:

- A. Special Event Request – Needham Baseball and Softball Columbus Day Tournament:** Ms. Carey noted that this is an annual request, but not always held due to weather or other conditions. It is a mixture of Needham and non-Needham teams, and Needham Baseball and Softball will have someone on site for all games. Mrs. Chaston made a motion to approve the request from Needham Baseball and Softball to hold the Columbus Day Tournament on Monday, October 14, 2019 from 7 AM – 7 PM at DeFazio Warner, DeFazio McLeod, DeFazio Small, and Pollard diamonds. The motion was seconded by Mrs. Geddes and was approved.
- B. Special Event Request – Needham Baseball and Softball Softball Try-Outs:** Mrs. Chaston made a motion to approve the request from Needham Baseball and Softball to host softball try-outs at Claxton 1 and 2 on September 21-22 with raindates of September 28-29. The motion was seconded by Mrs. Geddes and was approved.
- C. Special Event Request – Needham Baseball and Softball Baseball Try-Outs:** Mrs. Geddes made a motion to approve the request from Needham Baseball and Softball to host baseball try-outs at Mills Field on September 21-22, October 5-6, with raindates of September 28-29 and October 12-13, from 8AM – 5 PM. The motion was seconded by Mrs. Chaston and approved.
- D. Special Event Request – Soccer Club 300 Jamboree:** Ms. Carey reported that the Soccer Club hasn't chosen the final day for their request and are also considering adding some features to the day to celebrate their 50<sup>th</sup> anniversary. The Commission expressed support for the event but will wait for additional information before voting.
- E. Parking Request – Camporee:** Ms. Carey noted that the Boy Scouts made this annual request to use the Town Forest for parking for the fall camporee on their own property, with overflow to Claxton. It has not been an issue in the past. Mrs. Geddes made a motion to approve the request from the Fall Scout Jamboree to park at the Town Forest

and Claxton Field, overnight, on September 21-22 for their annual event. The motion was seconded by Mrs. Chaston and approved.

**F. 2019 Fall Fee Recommendations:** The Commission reviewed the recommendations from the Director, Assistant Director and Recreation Supervisor, as presented in Appendix B. Ms. Carey asked for them to approve a “not to exceed” fee of \$75 for the early release day programs, which are still being developed. All the information will be provided to the Commission at the next meeting. The Commission discussed the Senior Walking Program and Mrs. Chaston asked if it might get more participants if done in partnership with CATH. Mr. Gerstel asked if a number of participants covered by the programs could be calculated. Mrs. Chaston asked for art programs to be considered in upcoming sessions. Mrs. Chaston made a motion to approve the Fall program fees, as presented in the Memorandum dated July 12, 2019 and found in Appendix B. The motion was seconded by Mrs. Gerstel and was approved.

**6. Issues Not Reasonably Anticipated by Chair within 48 Hours:** Mr. Gerstel and Ms. Carey met with the Town Manager, Select Board Member Moe Handel, and Town Engineer Tony DelGaizo regarding an upcoming request from Eversource which will be presented at the August 12<sup>th</sup> meeting. They need to install a box on South Street but need to encroach about 4 feet onto the Commission’s boat launch property. There will be no impact on use of the property. Mrs. Geddes asked if Building Maintenance had completed the repairs on the basketball hoops. Ms. Carey will check on that. Mrs. Geddes asked if all the space is needed in the DeFazio parking lot for food trucks. Ms. Carey said that is at least one truck that has been receiving permits, and the space is needed if two are scheduled. Mr. Gerstel is working on scheduling a meeting with representatives of the School Committee to discuss options for allowing field maintenance work to be done during the school day. Mrs. Geddes mentioned the condition of the Newman gym floor. Ms. Carey said that it is being repaired over the summer. Mr. Gerstel asked about the dock replacement for Rosemary Lake. Ms. Carey said that would be a fall project, in preparation for installation after the sediment removal project.

**7. Topics for Future Agendas:** None presented.

**8. Adjournment of Meeting:** Mrs. Chaston made a motion to adjourn the meeting at 9:04 PM. The motion was seconded by Mrs. Geddes and the meeting adjourned at 9:04 PM.

Respectfully submitted,

Patricia M. Carey, CPRP  
Director