

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

**Minutes of Public Meeting – Field Summit  
March 22, 2021**

Ms. Chaston called the field summit to order at 6:00PM remotely using Zoom. Ms. Chaston read a statement regarding public meeting process due to COVID-19.

**1. Welcoming Statement**

Ms. Chaston welcomed everyone to the meeting introducing the Park and Recreation Commission – Chris Gerstel, Michelle Geddes, and Matt Toolan, the Park and Recreation Department staff – Stacey Mulroy, Director and Kristen Wright, Administrative Specialist, John Gallelo from the Memorial Park Trustees, Memorial Park Trustee Liaison Cecilia Simchak, and Parks and Forestry Superintendent Ed Olsen.

**3. Topics of Discussion**

Ms. Mulroy provided a brief review of 2020 and the actions taken to get us through the last year and reviewed the outstanding balances from Fall 2019 – Fall 2020.

Ms. Mulroy provided an overview of COVID protocols, where the guidance is located on our website and on the state’s website as well as the expectation that all sports have their specific protocols submitted to the Park and Recreation Office.

Ms. Mulroy reviewed the importance of concussion training and the available resources that provide trainings and safety measures for our young athletes.

**2. Updates from Parks and Forestry**

Superintendent of Parks and Forestry Ed Olsen first thanked his staff for all of their work throughout the last year, especially to prepare the fields for the spring season. Mr. Olsen highlighted the increase in unpermitted field use that causes unprecedented damage to the fields that ultimately effects the permitted user groups. Mr. Olsen stated that there has been an increase in disrespect of our fields, especially by dog owners allowing dogs unleashed on fields leaving dog feces and urine on the same fields that our young athletes will begin using in a few weeks. Mr. Olsen has a call of community to the field users to step up and help notify the staff when anything else is going on.

**3. Topics of Discussion**

Ms. Mulroy discussed the ‘Field Status’ updates and the notification system for field closures.

Ms. Mulroy and Ms. Wright discuss the field lights request for that will be posted online soon.

Ms. Mulroy discussed permitting requests and stated that drafted permits should be out at the end of the week.

Mr. Less stated that they are about half-way through the Fall 2 season and there haven’t been any shutdowns and is planned to end 4/10. Mr. Lee provided an update about the High Schools upcoming Spring season and changes between this year and previous years.

Mr. Lee asked that we all help each other limit the users to keep up with the guidance that needs to be maintained so youth sports can still operate.

**4. Discussion Regarding Group Field Request Conflicts**

Ms. Mulroy stated that conflicts will need to be resolved and the Department will need to know who is on the field.

**5. Adjournment of Field Summit to Commission Business Meeting**

The field summit adjourned at 6:43pm.

Respectfully Submitted,

Kristen Wright  
Administrative Specialist