

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

**Minutes of Meeting
May 10, 2021**

PRESENT: Cynthia J. Chaston, Christopher J. Gerstel, Michelle S. Geddes, Dina Hannigan

ABSENT: Bruce Williams

STAFF: Stacey Mulroy, Kristen Wright, Fabien Desrouleaux

GUESTS: Andrew Baker, Patty Deroian

Ms. Chaston called the meeting to order at 7:03 PM remotely using Zoom. Ms. Chaston read a statement regarding public meeting process due to COVID-19.

1. Open Forum – Public Comment

None presented.

2. Director’s Report

The Commission discussed the portable restrooms.

The Commission and Department discussed accessibility of Town playgrounds. Ms. Geddes asked about next steps and how projects will be prioritized. Ms. Chaston stated that the priorities should be outlined during the capital planning.

Guest Andrew Baker and Patty Deroian discussed Claxton field and shared their concerns

Ms. Chaston first welcome the new Assistant Director Fabien Desrouleaux to the team.

Ms. Mulroy presented the Director’s Report. The Commission reviewed the report.

Ms. Geddes asked about the change in program names. Ms. Mulroy and Ms. Wright discussed the program changes and the need to have a different name to indicate that the programs would not be run in the same way due to COVID-19 restrictions.

The Commission and staff discussed the outstanding field fees. The Commission and staff had a lengthy conversation about portable restrooms at fields that do not have park restrooms. The Commission discussed pickleball in Needham as well as accessible playground equipment.

Ms. Mulroy stated she and Ms. Wright will be meeting with Ben Kerrigan who is more familiar with the Skate Park to determine the status.

The Commission discussed the approved trail design project.

The Commission discussed staffing, the Pools schedules, and the status of memberships.

3A. Town Meeting & Special Town Meeting

Ms. Chaston discussed how Town Meeting and Special Town Meeting went.

3B. Conflict of Interest & Commission On-Boarding

Ms. Mulroy discussed the on-boarding of our new Commissioners.

3C. NUARI Vision Statement

The Commission reviewed the statement and will discuss approval later in the meeting.

3D. CPC

Mr. Gerstel stated that the CPC will be having a meeting soon. Ms. Chaston asked for Commissioners to think about what projects, if any, could be eligible for CPC funding.

3E. Reservoir Trail Naming

Ms. Mulroy will send it out to the Commission and discuss it at the future meeting to gather feedback.

3F. Capital Projects

Ms. Chaston discussed formalizing the Capital Project plan so that everything is included in future planning.

3G. Permitting Fees

Ms. Mulroy stated that after some research NCE is an extension of the Schools Department. Ms. Mulroy discussed user groups using the fields and asked the Commission to discuss the fees associated with private schools within Needham. Ms. Geddes stated that there should be consistent with their policy and a fee structure. Ms. Hannigan stated that these groups should go through the same application and fee structure that other non-Town entities go through.

4A. Vendor Summer Program Approvals

The Commission discussed the recommended fees.

Mr. Gerstel made a motion to approve the Pricing as recommended for Vendor Summer Programs.

Ms. Geddes seconded the motion and it passed 5-0.

4B. Special Event Approvals

Bumps, Babies, and Beyond (Temple Beth Shalom)

Ms. Geddes made a motion to approve the six special event requests with the change of location to either Cricket or Avery or an agreed upon location special with the Park and Recreation Director with a \$10 per person fee. Mr. Williams seconded the motion and it passed 5-0.

Needham Boy Scout Pack 23 and Pack 8 Rocket Day Events

Ms. Hannigan made a motion to approve the special event requests by Pack 23 and Pack 8 and waived the special event fee. Mr. Gerstel seconded the motion and it passed 5-0.

BBYO

Mr. Gerstel made a motion to approve the special event request food truck is contingent on approvals from the Town Manager and Board of Health and a \$25 special event fee. Mr. Williams seconded the motion and it passed 5-0.

128 Lacrosse Clinic

Mr. Gerstel made a motion to approve the clinic request and a \$5 per person, per day clinic fee. Ms. Hannigan seconded the motion and it passed 5-0.

Needham Youth Field Hockey Clinic

Mr. Gerstel made a motion to approve the clinic request and a \$5 per person, per day clinic fee. Ms. Geddes seconded the motion and it passed 4-0-1. Ms. Hannigan recused herself as she is the founder of Needham Youth Field Hockey

Needham Soccer Club Clinics

Mr. Gerstel made a motion to approve the four clinic requests as outlined and a \$5 per person, per day clinic fee. Mr. Williams seconded the motion and it passed 5-0.

Norfolk Lodge A.F. & A.M.

Mr. Gerstel made a motion to approve the special event request as outlined and waive the permit fee. Mr. Williams seconded the motion and it passed 5-0.

The Commission reviewed the future special event requests.

4C. NUARI Vision Statement

Mr. Williams made a motion to support the NUARI visions statement as presented. Mr. Gerstel seconded the motion and it passed 5-0.

4D. Meeting Minutes

Mr. Gerstel made a motion to approve the meeting minutes from April 26, 2021 as amended. Ms. Hannigan seconded the motion and it passed 5-0.

6. Topics for Future Meetings

Ms. Geddes reviewed the pool schedule, specifically the availability of the diving board.

7. Issues Not Reasonably Anticipated by the Chair within 48 Hours

None presented.

8. Next Meetings

The Commission reviewed the next meeting dates.

9. Adjournment of Business Meeting

Needham Park and Recreation Commission
Minutes of Meeting
May 10, 2021
Page 4 of 4

Mr. Gerstel moved to adjourn the May 10, 2021 Park and Recreation Commission meeting at 8:56pm with a special happy birthday to Park and Recreation Director Stacey and a welcome to new Assistant Director Fabien. Ms. Hannigan seconded the motion and the meeting adjourned at 8:56pm.

Respectfully submitted,

Kristen Wright
Administrative Specialist