

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

**Minutes of Meeting  
July 26, 2021**

**PRESENT:** Christopher J. Gerstel, Michelle S. Geddes, Bruce Williams, Dina Hannigan

**ABSENT:** Cynthia J. Chaston

**STAFF:** Stacey Mulroy, Fabien Desrouleaux, Kristen Wright

Mr. Gerstel called the meeting to order at 7:01 PM.

**1. Open Forum – Public Comment**

None presented.

**2. Director’s Report**

Ms. Mulroy reviewed the Director’s Report.

No questions presented.

**3A. CPC**

Mr. Gerstel had no updates, and the CPC will be meeting on Wednesday, July 28.

**3B. Playgrounds & Facilities**

Ms. Mulroy reviewed various projects at playgrounds including a swing install at Greene’s fields, and repairs at Mill. Ms. Wright discussed receiving quotes for lighting around the track.

**3C. Porta Potties**

Ms. Mulroy stated the Summer porta-potties have been ordered and will be placed soon. The Commission stated they would discuss the fall locations at the next meeting. The Commission and Department discussed the removal of an abandoned porta potty at DeFazio.

**3D. Permitting Fees**

Discussion moved to next meeting

**3E. Commission Goals & Responsibilities**

The Commission further reviewed the goals and responsibilities and moved further discussion to the following meeting.

**3F. Capital Projects**

The Commission reviewed the current 10-year Capital Plan. Ms. Mulroy discussed the need to address the field house at Cricket Field. Ms. Geddes asked about getting a feasibility study for the project. The Commission also discussed the various courts, basketball and tennis, throughout Town that need to be repaired. The Commission will discuss all capital projects during their August 23 meeting.

### **3G. Trash Initiative**

Ms. Mulroy stated there were no new updates.

### **4A. Program Fees**

The Commission reviewed the fees for end of Summer Tennis Lessons and the Fall session of Girls on the Run and Heart and Sole programs.

**Ms. Hannigan made a motion to approve the fees as presented. Ms. Geddes seconded the motion and it passed 4-0.**

### **4B. Special Event Requests**

Touchdown Club – Carleton Pavilion

**Ms. Geddes made a motion to approve the use of the Carleton Pavilion by the Touchdown Club during the Bay State Football Clinics (approved at a prior meeting) The fee for this use is \$25. Ms. Hannigan seconded the motion and it passed 4-0.**

Temple Beth Shalom – School Picnic

**Ms. Hannigan made a motion to approve the school picnic event to be held by Temple Beth Shalom at DeFazio Tot-Lot and waived the special event fee. Ms. Geddes seconded the motion and it passed 4-0.**

John Eliot PTC - Kindergarten Event

**Ms. Geddes made a motion to approve the kindergarten event to be held by John Eliot PTC at Eliot and waived the special event fee. Ms. Hannigan seconded the motion and it passed 4-0.**

Carter Nursery School – Welcome Back Picnic

**Ms. Hannigan made a motion to approve the welcome back picnic event to be held by Carter Nursery School at DeFazio Tot-Lot on the listed rain date of 9/25 due to a conflict on 9/18 and waived the special event fee. Ms. Geddes seconded the motion and it passed 4-0.**

Scout Troop 13

**Ms. Geddes made a motion to approve the use of overnight parking at Claxton for the Troop 13 Overnight Camporee that will be held at Camp Nehoiden and waived the special event fee. Ms. Hannigan seconded the motion and it passed 4-0.**

2Kidneys1Heart – Fundraising Event

**Ms. Geddes made a motion to approve the fundraising event to be held by 2Kidneys1Heart at the Newman Pre-K Playground and waived the special event fee. Ms. Hannigan seconded the motion and it passed 4-0.**

Needham Soccer Club

**Ms. Hannigan made a motion to approve the October Tournament to be held by Needham Soccer Club at DeFazio Brock, Founders, Healy, and Conroy fields. The fee is \$3,000 for this event. Ms. Geddes seconded the motion and it passed 4-0.**

**4B. Meeting Minutes**

**Ms. Geddes made a motion to approve the meeting minutes from July 12, 2021. Mr. Williams seconded the motion and it passed 3-0-1.**

**5. Topics for Future Meetings**

- Capital Improvements 8/23
- Fall Porta-Potties 8/23
- Permitting Fees 9/13 with and open meeting with user groups in October and larger meeting in November if needed

**6. Issues Not Reasonably Anticipated by the Chair within 48 Hours**

None presented.

**7. Next Meetings**

The Commission reviewed the next meeting dates and absences. The Commission will not meet on August 9, 2021 as there will not be a quorum.

**8. Adjournment of Business Meeting**

**Mr. Gerstel moved to adjourn the July 26, 2021, Park and Recreation Commission meeting at 7:48pm. Mr. Williams seconded the motion and the meeting adjourned at 7:48pm.**

Respectfully submitted,

Kristen Wright  
Administrative Specialist