

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

Minutes of Meeting

January 23, 2023

Attended: Chris Gerstel, Cynthia Chaston, Frederica Lalonde, Michelle Geddes, Dina Hannigan

Absent:

Staff: Stacey Mulroy, Derek Moreau

Guests:

Call to Order (CTO)

Mr. Gerstel called the meeting to order at 7:00pm on January 23, 2023.

1. Open Forum

None present.

2. Chair's Update

None presented.

3. Director's Report

Park and Recreation Director Stacey Mulroy

3a. Programs & Events

- Program Discussions
 - Currently Running
 - Struggling Programs
 - Cancelled Programs
 - Vacation Programs

Commission Comment: Cynthia Chaston questioned the popularity of Teen Movie Night

Directors Comment: The Recreation Supervisor wanted to try a new program along with Family Movie Night but both programs were not too popular.

3b. Fields and Facilities

- The Fundraising boards from Greene's are almost finished being separated.
- All Fields are closed.
- Claxton update at the end of the week
- The NHS Tennis Courts bid will be released Thursday, January 26

- Pre-Bid meeting will be held on February 7
- Pickleball Meeting
 - Positive Feedback
 - Court badges
 - Possibility of events

3c. Staffing

- Assistant Director
 - Our search has resumed.
 - 13 Candidates
- Summer Staffing
 - Pools
 - Supervisor
 - Assistant Supervisor
 - WSI
 - Lifeguard
 - Maintenance
 - Booth Attendant
 - Program/Camps
 - Assistant Supervisor
 - Site Supervisor
 - Specialist
 - Group Leader
 - Counselor
- Volunteers
 - Always looking for volunteers and/or interns for the department
- Summer 2023 Possible Dates
 - Pools
 - Weekends Only
 - June 10/11 and/or June 16-17
 - Grand opening either June 16 or June 24
 - Camps
 - July 3 – Aug 11 with no camp on July 4
- End of Summer 2022 Report

Commission Comment: The report was very well written and had plenty of detailed information that we look for.

4. Additional Discussion Items

4a. Active Recreation Working Group Update

- The first Meeting
 - January 17, 2023
 - Very Positive (with some push back from certain groups)
 - Public Comment will be open on Feb 6, 2023, meeting.

- Groups involved have brought plans/information.

4b. Commission Policies

None Presented

4c. Field Summit

Meeting is on Feb 13, 2023

4d. Capital Project

- Needham High School Tennis Courts
 - 1/26/2023 – the Bid will go out
 - 2/7/2023 – Pre-Bid Walkthrough
 - 2/16/2023 – Bids are Due

4e. CPC

Claxton was postponed until March 1st

4f. Playgrounds and Facilities

Commission Comment: would it be possible to bring Tom on as a playground on-call specialist.

Director's Comment: Tom is a sub-contractor for companies in the area.

- Program vs. Camps
 - The only main Internal change is paperwork (ex. physicals)

5. Action Items & Approvals

5a. Special Events

2nd Annual Backyard Ultra Run

Motion – Dina Hannigan

2nd – Michelle Geddes

5-0 unanimous

Needham Memorial Day Tournament

Motion – Dina Hannigan

2nd – Cynthia Chaston

5-0 unanimous

Athletics Banquet

Motion – Cynthia Chaston

2nd – Dina Hannigan

5-0 unanimous

“Color War”

Motion – Michelle Geddes
2nd – Cynthia Chaston
5-0 unanimous

5b. Fee Approvals

None Presented

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Motion – Dina Hannigan
2nd – Frederica Lalonde
5-0 unanimous

6. Topics For Future Meetings

Park Ranger Updates

Friday Recaps

Updates on Deliberators

7. Issues Not Reasonably Anticipated

None Presented

8. Next Meetings

- Monday February 13, 2023
- Monday February 27, 2023

9. Adjournment of Business Meeting

Motion – Dina Hannigan
2nd – Cynthia Chaston
5-0 Unanimous

Meeting Adjourned at 8:28pm on January 23, 2023

Respectfully Submitted.

Derek Moreau Jr.

Administrative Specialist

