

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

**Minutes of Meeting
March 10, 2008**

PRESENT: Christopher R. Dollase, Chairman
William R. Dermody, Member
Brian S. Nadler, Member
Philip V. Robey, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director

ABSENT: Cynthia J. Chaston, Vice Chair

GUESTS: Bob Cohen, Resident
Mark Miskin, Executive Director, Needham Soccer Club

The meeting convened at 7:00PM in the Board of Selectmen's meeting room located in the Town Hall.

1. **Minutes of Meeting February 25, 2008:** Mr. Dollase would like to amend the minutes to reflect on page 2 under Budget Updates: Capital and Operating that Mr. Dollase and Mr. Robey also attended the Finance Committee meeting. Mr. Nadler made a motion to approve the minutes of the February 25, 2008 meeting, as amended. Mr. Dermody seconded the motion. The amended minutes of the February 25, 2008 meeting were approved.
2. **Financial Report:** None Presented.
3. **Correspondence:** None Presented.
4. **Assistant Director's Report:** Ms. Peirce reported that she supervised the Youth Bowling program today at the Needham Bowlaway. The Ice skating program is entering the 3rd week of lessons. Youth Wrestling ended last week. Summer staff contracts will be sent to all returning staff this week. Ms. Peirce continues to work on the summer brochure information and preparing for the 2008 Community Garden season. The Needham Cultural Council is hosting a reception on March 18, 2008 and Ms. Peirce will attend.
5. **Discussion Items:**
 - A. **Director's Report:** Submitted in writing prior to the meeting. Ms. Carey shared the Town Hall update and list of tours being held. Ms. Carey asked that members of the Commission try to attend the tours of the Town Hall and DPW. The Community Preservation Committee will hold a public hearing on project proposals on April 15, 2008.

B. Soccer Club Tournament: Executive Director Mark Miskin: Mr. Dollase reviewed the request from the Needham Soccer Club to host the Memorial Day Soccer Tournament. There were no major problems with the 2007 tournament, except for the installation of a new stove at the Carleton Pavilion without permission from the Park and Recreation Commission. Mr. Miskin provided a letter of donation from the member who had gifted the new stove.

Mr. Miskin agreed to the following amendments to the 2008 Soccer Club Memorial Day Tournament request as presented by the Park and Recreation Commission.

- Needham Soccer Club will be given a set of keys to the Carleton Pavilion and Cricket Field House. A \$300 deposit will be required and will be returned when the keys are returned. If the keys are not returned the Soccer Club will have to be responsible for all expenses related to re-keying the buildings.
- The Needham Police Chief has requested that volunteers not spend the night at DeFazio in an effort to provide security.
- A letter will be sent from the Soccer Club to all participating teams reminding them that dogs are not welcome at the tournament sites.
- Mr. Miskin will work out the DeFazio Park Friday afternoon field schedule with Athletic Director John Palmer, once Mr. Palmer has a better idea of the status of the High School teams.
- The tournament attendees, volunteers and directors will all be respectful of the neighbors at the different sites.
- Due to the construction at the High Rock School, games at High Rock will be scheduled to allow adequate time for teams to come and go to prevent parking issues.
- The Soccer Club will insure program supplies will be covered by tarps at Cricket Field House.

Mr. Dermody made a motion to approve 2008 Needham Soccer Tournament request as amended above and the typical requirements. Mr. Nadler seconded the motion and the motion was approved.

C. Budget Updates: Operating and Capital: Ms. Carey announced that the Finance Committee has made a recommendation to consolidate purchase of service and expenses lines on the FY 2009 budget. Ms. Carey noted that she will have to make a request at the May Special Town Meeting to move approximately \$3,000 out of purchase of service to expenses for chlorine and DE for Rosemary Pool. Mr. Nadler suggested providing a Rosemary Pool informational flyer at Town Meeting. The Finance Committee is still reviewing capital project requests. In order to be prepared for Town Meeting, Mr. Dermody suggested a discussion of the Cricket renovation project be scheduled for the next Commission meeting.

D. Field Construction Update: The second low bidder on the track and field project has indicated he may protest if the project is awarded to the low bidder.

Ms. Carey, Town Council David Tobin, Town Manager Kate Fitzpatrick, Assistant Town Manager Dave Davison, Parks and Forestry Superintendent Lance Remsen, DPW Director Rick Merson, Town Engineer Tony DelGaizo and a representative from Gale Associates met to discuss whether to accept the low bid or re-bid the project. The decision was to move forward with awarding the contract to the low bidder. The Sports Council is negotiating on a contract for the remainder of the project. The Memorial Park renovation is scheduled to begin in mid April and the DeFazio Park renovation project is scheduled to begin at the end of June.

E. Field Scheduling Update: Ms. Carey shared an updated list of field scheduling conflicts. The NHS Athletic Director reduced the amount of weekend time requested. A few conflicts still need to be worked out and between the YMCA and Little League; Farm League and Young Girls Soccer; and the use of Claxton Field. Ms. Carey will follow up and have the permits mailed to all user groups as soon as possible. Mr. Dermody requested a review of the Park and Recreation Commission field scheduling policy. Mr. Dollase and Ms. Carey will provide some draft wording.

F. Possible Sign Request from Needham High School Athletics: Ms. Carey spoke to High School Principal Paul Richards regarding fundraising signs on the baseball field at DeFazio Park. He had approved the raising of funds for indoor batting cages, but was not aware that the donors were being offered the opportunity to have signs displayed. He has informally offered support for the idea. Ms. Carey will ask the coach and Athletic Director to provide information for the Commission to review at the next meeting.

G. Spring Projects: Ms. Carey reported that she hopes to get the following projects completed at Rosemary Pool this spring: replace lighting in bath house at Rosemary Pool; replace broken dock boards; replace broken counter at the booth window; replace broken wooden benches; replace and/or repair underground pipes; repave asphalt areas around the pool; repair access to handicap bathrooms; sandblast the pool to allow for a new paint to be used; evaluate the condition of the butterfly valves; evaluate the condition of the dam; sod some of the areas on the tiers. Other projects that Ms. Carey hopes to get completed include: replace fencing or install new fencing at various parks; install bubblers at various parks; complete renovation of Claxton bathrooms; renovate bathrooms at Mills Field; replace doors at various park buildings.

Mr. Nadler asked about the calculation of expenses related to Rosemary Pool. Ms. Carey noted that the annual report the Commission receives includes all of the department's costs except for the time provided by the office staff. There is additional time provided by DPW staff, including the pre-season cleaning and painting of the pool.

H. Other Business: Mr. Dollase asked if the Commission should respond to a letter written by Bob Boder that was in the March 6, 2008 Needham Times regarding Rosemary Pool. Mr. Nadler felt that there should be a response. Mr. Dermody did not feel the letter warranted a response. Mr. Dollase suggested highlighting the history of Rosemary Pool and the recent and future improvements to the pool in an informational sheet to be distributed at Town Meeting in May. Ms. Carey will write a summary of Rosemary Pool related repairs and improvements to be reviewed at a future Commission meeting. Mr. Robey asked where the fill from Memorial Park would be placed during the renovation. Ms. Carey indicated that some of the fill will stay at Memorial Park and some of it will be used at DeFazio Park. Mr. Dermody suggested that Park and Recreation be involved with the work that PPBC will have done on the field at the High School. Ms. Carey will discuss the High School and High Rock projects with PPBC Project Manager Steve Popper. Mr. Nadler asked if Ms. Carey knew where the High School Ultimate Frisbee and Rugby teams would be playing this spring. Ms. Carey did not receive a field request for Ultimate Frisbee from Mr. Palmer, who is responsible for athletics and activities at the High School. She assumed the Rugby team was given permission from the High School Principal to play on the grassy area at the High School.

6. Action Items:

A. Special Event Request: Annual Soccer Club Memorial Day Weekend Soccer Tournament: Discussed earlier in the meeting.

B. Additional Summer Program Fees: Mr. Dermody made a motion to approve the additional summer program fees as presented by the Director and Assistant Director: Kidz Art \$60/session; Art Express \$90/session; Junior Golf \$90/session; Adult Golf \$105/session; Mad Science (full day) \$158/session; Mad Science (half day) \$120/session; Youth and Adult Volleyball \$20/session; Archery \$95/session or \$180/parent & child/session; Youth Canoe and Kayak \$160/session; Senior Exercise \$24/session; Pint Size Science \$100/session; Legoland \$50/session. Mr. Robey seconded the motion and the motion was approved.

7. Adjournment: Mr. Dermody made a motion to adjourn the meeting 8:15 PM. Mr. Nadler seconded the motion and the meeting adjourned at 8:15PM.

Respectfully submitted,

Karen A. Peirce, CPRP, CTRS
Assistant Director