

TOWN OF NEEDHAM

TRUSTEES OF MEMORIAL PARK

MEETING MINUTES

Wednesday, November 12, 2015 – 7:00 PM – Memorial Park Building

PRESENT: John Gallelo, Chairman; Jim Healy, Clerk; Chuck Mangine; Bill Topham;
Matt Borrelli, BOS designee

ABSENT: Mark Forbes, Vice-Chairman

GUESTS: Ed Olsen, Director of Parks and Forestry

The meeting was called to order by Chairman Gallelo at 7:06 P.M. A quorum was declared.

Olsen reported on the status of two activities:

1. A proposed design for the Gateway Garden renovation is underway and will be presented to the Trustees in the near future for review and comment.
2. The drainage project for Memorial field is still being reviewed. There are three (3) compelling reasons to do this project. First, the condition of the natural grass turf (and sub-surface dirt mixture) on the 90' baseball diamond is poor and needs to be rehabilitated. Second, the incredibly strong rains of 2013 came rushing down Memorial Park hill and caused damage to all the fields below. Third, these same rains caused substantial flooding to businesses located across the street on Highland Avenue.

The current plan is to consider three phases, described as follows:

Phase 1 – storm-water interceptor and re-capture for direction into additional drains. DPW may ask for CPC funds to do this work and include this project on the May 2016 Annual Town Meeting Warrant.

Phase 2 – strip the grass on the 90' baseball diamond, install a new soil mix, install a new and improved drainage system, and sod the top. The precise nature and extent of this work is dependent on the success, or lack thereof, of Phase 1.

Phase 3 – install and improve storm drains on Highland Avenue in an effort to curtail flooding of down-hill businesses. This last phase is also dependent on the results of Phases 1 and 2.

Last, Olsen advised he installed three (3) additional trash barrels at the Park.

The Minutes of the 10/14/15 meeting were reviewed and approved 4-0.

The Trustees acknowledged another fantastic Veteran's Day ceremony on November 11, and despite the poor weather, there was a big turn-out.

The Trustees thanked Trustee Chuck Mangine for the fantastic new podium he constructed, which was in use at the Veteran's Day ceremonies. Chuck is donating all of the labor, and a vote was taken and approved (4-0) that he be reimbursed for his out-of-pocket costs to purchase the materials and supplies. The Trustees acknowledged there is room in their annual \$750 operating budget to reimburse Chuck the amount of \$241.31 (Chuck provided all paid receipts).

The Trustees are still working on the issue of illuminating our two American flags – in the monument area and on the hill. Trustees Topham and Healy will continue investigating this issue.

Trustees Healy and Mangine attended the Town Manager's Budget Hearing earlier this same night. They reported they submitted the Trustees' FY'17 operating budget request in the amount of \$750 for American and POW flags. It was acknowledged that other regular costs and expenses for Memorial Park are included in the operating budgets of Parks and Forestry, Park and Recreation, and DPW Facilities.

Healy and Mangine also advised they submitted a Capital Project Request to be included in the May 2016 Annual Town Meeting Warrant for a planning/feasibility study of the Memorial Park building in the amount of \$50,000. Selectman Vice Chair Matt Borrelli stated the BOS were all in support of this planning/feasibility study. Park and Rec Director Patty Carey and Town Finance Director Dave Davison stated that although such a study cannot be funded by Community Preservation Act monies, a large portion of the construction costs could be so funded if reasonably related to the operation of the playing fields.

Healy and Mangine also discussed with the Town Manager and Vice Chair Borrelli the following issues:

1. The trash issue at the Park is still an issue and the Trustees continue to work with NHS Principal Joe Barnes and Parks and Forestry Director Ed Olsen on same.
2. The Trustees would like to receive updates on the Gateway Garden and drainage projects – hence, Ed Olsen's appearance at our meeting tonight – see discussion above.
3. The Trustees inquired if the fencing adjoining Admiral Gracey Drive had yet been repaired.
4. We provided another heads-up that the synthetic turf field will need to be replaced in the next 3-4 years; Patty Carey estimated this cost at \$1million. We

urged the Town to keep transferring monies into the Field Maintenance Reserve Fund so there will be sufficient funds available when this work needs to be done.

5. We advised that Trustee Mengine had built a new podium to be used at Memorial Park ceremonies and special events. Mengine is donating all of the labor and will be reimbursed only for the out-of-pocket cost of the materials and supplies. The Town Manager approved this expenditure.

Trustee Topham reported that the Gazebo steps are in need of repair and he will contact the Facilities Department – Chip Laffey.

Chairman Gallelo noted that the fall sports organizations need to remove their equipment and apparatus from the field and the side of the Park building. Gallelo will contact the external sports organizations and I will contact the High School (Micah Hauben).

A Motion to adjourn was made, seconded and approved 4–0 at 7:54 pm. The next Trustees meeting will be on Wednesday, December 9, 2015, at 7:00 pm, at Memorial Park.

END OF MINUTES.

Respectfully submitted,

James G. Healy, Trustee and Clerk