

TOWN OF NEEDHAM TRUSTEES OF MEMORIAL PARK

MEETING MINUTES

Thursday, October 27, 2016 – 7:00 PM – Memorial Park Building

PRESENT: John Gallelo, Chair; Jim Healy, Clerk; Chuck Mangine; Matt Borrelli – BOS Representative

ABSENT: Mark Forbes, Vice Chair; and Bill Topham

GUESTS: Jim Cruickshank, Needham Exchange Club

The meeting was called to order by Chair Gallelo at 7:04 pm. A quorum was declared.

Jim Cruickshank discussed the Exchange Club's annual citrus and chocolate charity sale to benefit the missions of the Club. A truck delivering the citrus will arrive at the Memorial Park parking lot on Friday, 12/2. The citrus will be stored inside the Park's garage overnight and handed out to purchasers on Saturday and Sunday, 12/3 and 12/4. The Trustees voted unanimously 4-0 to allow the Exchange Club to use the Parking lot and garage for these purposes.

The minutes of the October 3, 2016 meeting were approved 4-0.

The windows for the 2nd floor of the fieldhouse have been received and will be installed shortly.

Healy and Mangine attended the BOS Capital Facility Summit on October 19. The Feasibility Study on the potential renovation/reconstruction of the fieldhouse is already underway, and Healy presented on the Trustees request for design and construction monies to complete this project. The Town Manager is using a current conservative cost estimate of \$6 million, of which amount \$2 million would be paid through debt and the balance through a mix of cash and CPA monies. Healy discussed the history of the Park and Fieldhouse as well as the many current users of the fieldhouse. Healy again asked if the Feasibility Study could be completed in January/February 2017, so that if the BOS was inclined, a design article could be included in the May Annual Town Meeting warrant.

Gallelo reported on two matters impacting trash at the Park:

1. Apparently, the DPW's Greg Smith (or a designee) is supposed to empty all trash barrels at the Park, but John says this is not happening. John invited Smith to tonight's meeting, but apparently he was unable to attend. Matt will invite him to our next meeting – tentatively scheduled for December 14.

2. Currently, only the High School football games have 2 Town employees who work the game and ensure all trash is appropriately collected and disposed of. Other High School games (soccer and lacrosse) have no such employees present. The Trustees intend to further discuss and vote at our next meeting whether to require 1 Town employee to be present at all other High School games at Memorial Park – with 2 Town employees still being present at High School football games. If this is not acceptable to the Schools, the Trustees will look into whether it is appropriate and lawful for all gate receipts to these games to be paid to the Trustees so we can pay for our own trash service for these High School games.

Borrelli advised that the Trash Summit will now be held in December.

Healy reported on the new Town purchasing guidelines that have been issued by the Finance Director through the Town Manager. With respect to the Trustees, we must go through Patti Carey for all purchases within our approved operating budget. Patti will obtain an estimate of the cost and a description (and photo, if available) of the item being requested. The Trustees will then review the cost and description/photo and provide Patti with our approval.

We still have not heard back from the BOS on whether we can get the old, unnecessary telephone pole next to the Gateway Garden removed.

A Motion to Adjourn was made, seconded and approved 4–0 at 7:50 pm.

END OF MINUTES.

The next Trustees meeting is tentatively set for Wednesday, December 14, 2016 at 7:00 p.m., at the fieldhouse.

Respectfully submitted,

James G. Healy, Trustee and Clerk