

TOWN OF NEEDHAM TRUSTEES OF MEMORIAL PARK

MEETING MINUTES

Wednesday, February 8, 2017 – 7:00 PM – Memorial Park Building

PRESENT: John Gallelo, Chair; Mark Forbes, Vice Chair; Jim Healy, Clerk; Chuck Mangine; Bill Topham; Matt Borrelli – BOS Representative

ABSENT: No one

GUESTS: Dave DiCicco (Park & Recreation Commission); Mike Retzky (Public Facilities – Construction Division); Mark Meche (Winter Street Architects); and Steve Popper (Town’s Director of Design and Construction)

The meeting was called to order by Chair Gallelo at 7:00 pm. A quorum was declared.

The minutes of the January 5, 2017 meeting were approved 6-0.

Healy stated that due to employment obligations, he was not able to attend late-night Town-related meetings – for example, the PPBC scheduled the Trustees building to be discussed on 2/13 at 8:30 pm. Accordingly, the Trustees voted 6-0 to replace Healy as one of the “user reps” by Topham. In addition, the Trustees voted 6-0 to have Gallelo serve as the Trustees representative to the Town Manager’s “Working Group” for this project.

The Trustees again welcomed Mark Meche (Winter Street Architects), which company is conducting the feasibility study of the fieldhouse building. Meche and Retzky outlined the three options for potential redevelopment of the fieldhouse building. Healy said he preferred the amenities from the 3rd option to be moved to the 1st option. Meche and Popper stated that if one goal is to limit the size (and cost) of the potential renovation/reconstruction, this might require some amenities from the 1st option being removed, such as the DPW equipment and materials area. Healy stated he believed the Trustees give a higher priority to sports team meeting space (and to escape dangerous weather) than DPW program space. The majority of Trustees agreed with this approach. Retzky and Popper said they would consider the Trustees comments and review the proposed options.

The Trustees briefly reviewed the following “Special Event Requests”:

- Needham Exchange Club – July 3rd and 4th events – requesting the entire Park, fieldhouse (including concession stand) and parking lot from 6/30/17 – 7/5/17 – request the large and small signboards from 6/24 – 7/5 – music will be played from 7:00 to 9:15 pm on July 3 – portable bathrooms will be delivered on either

6/30 or 7/3 and picked up on 7/5 – food items will be prepared and sold – parking lot will have tents – pony rides on 7/3 – grills for cooking will be used – **also a request to have the field lights on after 9:00 pm on July 3 to allow attendees to safely exit the area after the fireworks.**

- Needham Soccer Club – Memorial Weekend Soccer Tournament – for all fields from 5/26 to 5/29, clean-up on 5/30 – request to use bathrooms and possibly bring in portable toilets – request to use the concession room – **possible use of food vendor push carts. Also, a request for light waiver to keep lights on the multi-purpose field until 10:00 pm on 5/26 and 5/27**
- 128 Lacrosse – multipurpose field from 6/21 to 6/23, 9:00 am to 2:30 pm (rain dates of 6/26 to 6/28) – request to use bathrooms
- Arts in the Parks – for gazebo, 90' diamond and fieldhouse, on the following Thursdays, 7/6,13,20,27 and 8/3,10, from 5:00 to 9:00 pm. – request use of small sign board and restrooms
- American Legion Baseball – for the 90' diamond for try-outs – on 4/9,16,23,30 and 5/7,14,21, 28 and 6/4, from 3:00 to 6:00 pm. (are you really looking for lights?)
- Needham Jr. Football – for the multipurpose field for Open House football practice on 4/2 from 1:30 to 3:45 – request use of bathrooms – request use of concession area for check-ins, not food sales.
- Needham Jr. Football – to extend light shut-off time at the multipurpose field until 10:00 pm for their home games (TBD).
- Needham High School – to extend the light shut-off time as follows: for the 90' diamond on 5/16 until 9:30 pm; and possibly for the 90' diamond on 5/30, 5/31, and/or 6/1 until 9:30 pm (in the event the Varsity baseball team hosts a home playoff game); for the multipurpose field on 5/30, 5/31, 6/1, 6/3, 6/4 (Sunday), 6/6, 6/7, 6/8, 6/10, and 6/11 (Sunday) until 9:30 pm (in the event the Men's or Women's Varsity Lacrosse teams host a home playoff game). **[N.B. – possible conflicts with Varsity Baseball playoff games]**

Patty Carey sent the Trustees a draft field permit schedule for Memorial Park. We confirm the following conditions:

- All fields are closed on Sundays until 9:00 AM
- Nothing scheduled on the 90' baseball diamond until at the earliest April 1, and even then, this opening date is weather dependent and Ed Olsen shall consult with the Trustees concerning same

- The synthetic turf fields may not be plowed
- Any “special event” requests must be pre-approved by the Trustees
- Monday, Memorial Day, all fields are closed until 1:00 pm
- The 60’ diamond on Friday nights is reserved for Needham Baseball and Softball – subject to that groups use activities.

Healy advised he attended the FinCom budget hearing on 1/11/17 to discuss the Trustees \$750 operating budget and to provide an update on the Feasibility Study and the trash situation at the Park.

Healy reported Bill Fidurko (Needham Soccer Club) wants to attend a future Trustees meeting and we agreed that was terrific.

Town Manager Kate Fitzpatrick sent a memo to the Trustees dated 2/7/17 on the subject of trash at the Park, the content of which will be discussed at a future meeting.

Healy and Gallelo attended a meeting on 1/30/17 with the Town Manager and various Town officials on the Feasibility Study. The Town Manager’s “Working Group” was discussed, a group about which the Trustees had no knowledge until our last meeting in early January. Popper and Kent advised that funds for design may be sought in May 2017 and funds for construction in November 2017, with the project potentially commencing as soon as the NHS senior school days end in late May/early June 2018. Dave Davison advised the project has a placeholder number of \$5.9 million, with \$2 million being funded by debt and \$3.9 million being funded by a mix of cash and CPA funds.

Davison forwarded the Trustees an email asking if we wanted to continue our concession stand “revolving fund”, about which-type funds the legislature has made certain changes. We will discuss this item at a future meeting.

A Motion to Adjourn was made, seconded and approved 6–0 at 8:45 pm (now, our longest meeting in recent history, surpassing January 5, 2017).

END OF MINUTES.

The next Trustees meeting is set for Wednesday, February 15, 2017, at 7:00 p.m., at the fieldhouse.

Respectfully submitted,

James G. Healy, Trustee and Clerk