

TOWN OF NEEDHAM TRUSTEES OF MEMORIAL PARK

MEETING MINUTES

Wednesday, November 14, 2018 – 7:00 PM – Park & Rec Building at Rosemary

PRESENT: John Gallelo, Chair; Mark Forbes, Vice Chair; Jim Healy, Clerk; Chuck Mangine; Bill Topham; Dan Matthews – BOS Chair / Representative to Trustees of Memorial Park

ABSENT: None

GUESTS: Patty Carey, Park & Recreation Director

The meeting was called to order by Chair Gallelo at 7:02 pm. A quorum was declared.

The minutes of the meeting of October 17, 2018 were approved 5-0 (Healy abstained as he was not present at that meeting).

There was a robust discussion of the proposed rules and policy for reserving and using the two sign-boards at the Park. Prior to the meeting, Sandy Cincotta had provided the Trustees with a proposed policy / guidelines.

Forbes began the discussion by stating he wants to make sure no organization is allowed to “monopolize” the boards by reserving same many months in advance and in essence shutting out other potential users. Topham suggested allowing Cincotta to manage this process, but Gallelo said this should only occur after the Trustees have provided Cincotta with instructions to be followed. Matthews suggested an organization should not be able to reserve the boards more than three times per year, but that if one of the boards has not been reserved by any entity 3 weeks before the posted event, that organization can go over the 3x/year rule.

It is critical that Mangine’s instructions on how and in what manner a sign can be installed must be published / posted in bold on the website and on the reservation application, so users do not unintentionally damage the boards.

It was agreed that at the end of each month, Cincotta will send Forbes a list of the applications / reservations that have been made since the prior month (including any changes to the prior month’s list). If the Trustees will be meeting before the requested use date, the Trustees will vote on same, but if the requested use date is prior to our next scheduled meeting, Forbes is authorized to approve same (and notify the Trustees if there are any issues).

Cincotta (with Forbes assistance) will notify the yearly “regulars” (Exchange Club, Holiday House Tour, Needham First Night, etc.) so they will be prepared to submit timely requests.

It was again emphasized that all requested users must be non-profits, with Town of Needham governmental users getting 1st priority, and other Needham groups and citizens getting next priority.

Healy inquired how the new fieldhouse is coming along, and it appears the foundation is almost completely poured, we have been able to put in our order for the steel, and the project is still on time to be completed by sometime in June 2019.

A Motion to Adjourn was made, seconded, and approved 6–0 at 7:21 PM.

END OF MINUTES.

The next Trustees meeting is tentatively set for Wednesday, December 19, 2018, at 7:00 p.m., at the Park & Rec Building at Rosemary Pond.

Respectfully submitted,

James G. Healy, Trustee and Clerk