

# **TOWN OF NEEDHAM TRUSTEES OF MEMORIAL PARK**

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## MEETING MINUTES

Wednesday, June 19, 2019 – 7:00 PM – Public Services Administration Building (PSAB)

PRESENT: John Gallelo, Chair; Mark Forbes, Vice Chair; Chuck Mangine

ABSENT: Jim Healy, Clerk; Bill Topham; John Bulian – Select Board Chair/Representative to Memorial Park

GUESTS: Chris Gerstel, Chairman of Park and Recreation Commission  
Patty Carey, Director of Park and Recreation

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

The minutes of the meeting of April 24, 2019 will be reviewed at the next meeting.

Ms. Carey reported that the fieldhouse construction continues to progress, with hopes that a temporary occupancy permit will be granted for use of the 1<sup>st</sup> floor of the building by the Exchange Club for July 3<sup>rd</sup> and 4<sup>th</sup> events.

Chairman Gallelo reported on conditions of home team dugouts after MIAA post season baseball game. The American Legion team and coaches cleaned them up, but Trustees agreed that Needham High School needs to budget to have Town staff clean up after MIAA post season games at the park. Chairman Gallelo made a motion to not allow MIAA post season games to be scheduled at Memorial Park without a written agreement on Town staff cleaning up after each event. Vice Chair Forbes seconded the motion and it was passed with 3-0 vote.

The members discussed a concern that trash receptacles are not being emptied on schedule and are overflowing. Ms. Carey will report to DPW RTS and get an updated schedule. Mr. Gerstel suggested a joint meeting with Park and Recreation Commission to discuss trash issues.

The members discussed the synthetic turf replacement schedule, which will begin in mid-July and will be finished mid-to-late August, depending on weather. Chairman Gallelo was asked to have the Trustees consider postponing the project until Summer 2020, but the members agreed that it should move forward this summer.

The members discussed a request for a group to use tables and chairs for an outdoor event. It was agreed that the new tables will only be for inside use.

The members reviewed a memo from the Town Manager regarding her preliminary staffing recommendation for the new fieldhouse. Trustee Mangine wants to make sure he has access if he is working on a project in the building. Vice Chair Forbes would like the Trustees to have input on the user groups who are given permits for the meeting rooms. Vice Chair Forbes would like the shelving inside the storage cages to be uniform and require groups to keep the storage areas clean and orderly.

The members discussed some confusion with the sign board, due to the transition between the old scheduling and the updated policy and new format. He has corrected the overbooking issue.

Trustee Mangine asked about the repainting of the baseball scoreboard. Ms. Carey has submitted a work order to Building Maintenance but has not been given an update. Chairman Gallelo noted that the Village Club is putting together a proposal for a donation to discuss with the Trustees at an upcoming meeting.

A Motion to Adjourn was made, seconded, and approved 3-0 at 7:45 PM.

#### END OF MINUTES

The next meeting is scheduled for Wednesday, July 17, 2019 at 7:00 PM at the Public Services Administration Building.

Respectfully submitted

Patricia M. Carey, Director of Park and Recreation