

**PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting
July 12, 2021**

PRESENT: Cynthia J. Chaston, Christopher J. Gerstel, Michelle S. Geddes, Bruce Williams

ABSENT: Dina Hannigan

STAFF: Stacey Mulroy, Fabien Desrouleaux, Kristen Wright

Ms. Chaston called the meeting to order at 7:01 PM.

1. Open Forum – Public Comment

None presented.

2. Director’s Report

Ms. Mulroy reviewed the Director’s Report.

The Commission discussed the MERGE training held for Summer Programming staff. Ms. Geddes asked about holding this type of training for youth coaches. Ms. Mulroy stated that more trainings will be held in the future and will include the Pool staff in the future. Ms. Chaston asked what percentage of participants are addressed by this type of training. Ms. Mulroy stated that approximately 20% of participants have different needs and this training supports group management.

Ms. Mulroy updated the Commission on the Pools and the water testing.

3A. CPC

Ms. Wright provided an overview from the last CPC meeting and the agenda for the Committee for the remainder of the summer.

3B. Playgrounds & Facilities

The Commission reviewed the open playground and facilities projects. Ms. Mulroy stated she would be working with M.E. O’Brien on some open projects.

3C. Porta Potties

Ms. Mulroy stated the Summer porta-potties have been ordered and will be placed soon. The Commission stated they would discuss the fall locations at the next meeting.

3D. Permitting Fees

Discussion moved to next meeting

3E. Commission Goals & Responsibilities

The Commission reviewed the goals and responsibilities and moved further discussion to the following meeting.

3F. Capital Projects

The Commission reviewed the current 10-year Capital Plan and set a plan to discuss all capital projects during their August 23 meeting.

3G. Trash Initiative

Ms. Mulroy discussed a larger trash initiative that is being discussed with DPW, the PIO, Economic Development, and Park and Recreation. Ms. Mulroy stated the working group was very interested in starting a committee with stake holders to continue to address the problem.

4A. Special Event Requests

2Kidneys1Heart – Fundraising Event

Mr. Gerstel made a motion to defer the vote on this special event. Ms. Geddes seconded the motion and it passed 4-0.

4B. Meeting Minutes

Mr. Gerstel made a motion to approve the meeting minutes from June 28, 2021. Ms. Geddes seconded the motion and it passed 4-0.

5. Topics for Future Meetings

- Capital Improvements 8/23
- Permitting Fees 9/13 with and open meeting with user groups in October and larger meeting in November if needed

6. Issues Not Reasonably Anticipated by the Chair within 48 Hours

Ms. Chaston stated she would be on the interview panel for the new PPBC member.

7. Next Meetings

The Commission reviewed the next meeting dates and absences.

8. Adjournment of Business Meeting

Mr. Gerstel moved to adjourn the July 12, 2021, Park and Recreation Commission meeting at 8:22pm. Ms. Geddes seconded the motion and the meeting adjourned at 8:22pm.

Respectfully submitted,

Kristen Wright
Administrative Specialist