

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

**Minutes of Meeting
March 12, 2018**

PRESENT: Matthew M. Toolan, Chairman
Cynthia J. Chaston, Member
David C. DiCicco, Member
Michelle S. Geddes, Member
Patricia M. Carey, Director

ABSENT: Christopher J. Gerstel, Vice Chairman
Robyn G. Fink, Assistant Director

GUESTS: Eliot PTC: Ronit Velde, Meredith Lopez

Mr. Toolan called the meeting to order at 7:08 PM in the Charles River Room at PSAB.

- 1. Minutes of Meeting – February 26, 2018:** Mrs. Geddes made a motion to approve the minutes of February 26, 2018. The motion was seconded by Mr. DiCicco and was passed unanimously.
- 2. Director's Report:** The Commission reviewed the written report. Mr. Toolan welcomed Eliot PTC 5K representatives Ronit Velde and Meredith Lopez who came to discuss the upcoming 5K event. They met with the Police Department earlier about the possibility of the route starting/finishing at Mills Field instead of Cricket Field. The route can move, if the Commission approves the use of Mills, but the Police Chief has cancelled the March 17th event due to the winter road conditions. They are looking at a March 24th date, or possibly early April, if all the event vendors are available. Mr. Toolan noted that the neighborhood has homes that are closer to the park than Cricket, but Ms. Carey noted there was more flat space to use, particularly with parking remaining at Eliot with shuttles to Mills. The Commission discussed the timing, particularly as it relates to the request to have music and a radio station. Mr. DiCicco noted that music shouldn't start until 10 AM. Mrs. Chaston explained that all parks are in neighborhoods so the Commission tries to make sure that events held at parks are mindful of the noise level. Mr. Toolan noted that fields still closed for the season would not be available for any activities. The organizers will continue to work on a re-schedule, and try to get the start-time to be later in the morning. The Commission discussed the office staffing issues, and Mr. Toolan noted that he and Ms. Carey had discussed plans for filling in for staff. Ms. Carey explained that the Recreation Supervisor position should be filled in early April, and she thanked Mr. Gerstel for assisting with 2nd interviews. She has requested hiring an additional staff person to assist with all the aquatics operations for this summer. Mr. DiCicco was upset that it has been two years without full staffing and that it is impacting the success of the first summer at the Pools at Rosemary Recreation Complex. Mr. Toolan asked about the Walker Pond report. Ms. Carey stated that staff had met to review, and that the Conservation Commission would discuss at their March 22nd meeting. Mr. Toolan thanked Mr. DiCicco for representing the Commission at the

recent CPC meeting. Mr. DiCicco will present the project at the CPC public hearing on March 14th.

3. Program Report: The Commission reviewed the written report.

4. Discussion Items:

A. Rosemary Recreation Complex: The Commission reviewed the written construction report. Mr. Toolan noted that he and Ms. Carey would be going to the PPBC meeting tonight for a project update, and votes on some change orders. The weather continues to impact completion of the exterior work.

B. Fee Assistance Policy: The Commission continued their discussion about the current policy for offering fee assistance to Needham residents. Ms. Carey provided a revised draft policy for review. The Commission was able to view fees from the past three seasons to see how a possible addition of a requirement to pay a percentage of a high fee would be impacted. Mrs. Geddes would like any limits placed on individuals and not on special family rates. Mrs. Chaston suggested that a participant pay 50% of any fee, if the program fee for an individual was \$250 or higher. Mr. Toolan suggested wording that would permit the Director to waive the percentage if circumstances seemed appropriate. Mr. DiCicco suggested that a scholarship fund be created, to help pay for higher cost programs or for residents who have temporary financial issues, rather than have waivers. Ms. Carey will re-draft the policy.

5. Action Items:

A. Fees – Swim Team, Swim Lessons: The Commission reviewed the Director's recommendations for fees, based on their input from the prior meeting. Mr. DiCicco made a motion to set the fee for the Swim Team "The Sharks" at \$175/participant plus a season pool pass, and to set the fees for group swim lessons at \$45/participant with a season pool pass or \$75/participant without a season pool pass. The motion was seconded by Mrs. Chaston and approved unanimously.

B. Special Event Request – Needham Baseball and Softball Coaches Challenge: Ms. Carey noted that Needham Baseball and Softball had submitted this request earlier, but the location and date have changed due to conflicts with Needham High School events. Mrs. Geddes made a motion to approve the request from Needham Baseball and Softball to host their Coaches Challenge at Claxton # 1 on Sunday, May 20 from 6 PM – 10 PM, using the field lights. Mr. DiCicco seconded the motion and it was passed unanimously.

6. Topics for Future Agendas: None presented.

7. Adjournment of meeting: Mrs. Chaston made a motion to adjourn the meeting at 8:25 PM. The motion was seconded by Mr. DiCicco and the meeting adjourned at 8:25 PM.

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Respectfully submitted,

Kristen Wright
Administrative Specialist