

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

**Minutes of Meeting  
August 12, 2019**

**PRESENT:** Christopher J. Gerstel, Chairman  
Cynthia J. Chaston, Vice Chairman  
David C. DiCicco, Member  
Matthew M. Toolan, Member  
Patricia M. Carey, Director  
Angela O'Connor, Assistant Director

**ABSENT:** Michelle S. Geddes, Member

**GUEST:** Devin Cashman, Pool Specialist

Mr. Gerstel called the meeting to order at 7:00 PM at the Rosemary Recreation Complex. Mr. Gerstel suggested that the Commission try reviewing their Commission meeting packets electronically, rather than have paper copies made for them. The Commission will trial this method at the September meetings.

1. **Minutes of Meeting – July 15, 2019:** Mrs. Chaston made a motion to approve the minutes of the July 15, 2019 meeting. The motion was seconded by Mr. Gerstel. The motion was approved.
2. **Director's Report:** The Commission reviewed the written report. Ms. Carey noted that there are conflicts with both of the October meetings – Columbus Day on October 14 and Special Town Meeting on October 28. The Commission agreed to move their meetings to the first and third Mondays, on October 7 and October 21. The Commission discussed issues with the installation of the lacrosse wall at DeFazio and requested that representatives of the project attend the September 9<sup>th</sup> Commission meeting. Mr. Gerstel gave an update on a meeting he and Ms. Carey attended about the request from Eversource. If approved, there would be no impact on the use of the boat launch area, and no trees would be removed. Ms. Carey met with a company that provides solar speed signs. She will work with DPW on the purchase and installation, look to have the speed limit set at 15 mph, and will get additional information on the software program.
3. **Program Report:** The Commission reviewed the written report. Ms. O'Connor gave a brief update on the final summer programs, noting that she is coordinating field use sharing with Needham High Athletics while they wait for use of the synthetic turf fields. Swim Team came in 3<sup>rd</sup> in the A regionals, with several members of the team earning personal records. The fall brochure will be posted this week.

**4. Discussion Items:**

- A. Summer Field Projects Updates:** Ms. Carey reported that the project at Cricket Field is just about complete, with just some finish tasks remaining this week. Cricket # 1 sod was put down first and has already rooted and is ready for its first mowing. The pad and synthetic turf have been delivered to Memorial Park, and infill mix will continue to come as it is a large quantity of bags to store at one time. Final grading is underway, the new football goal posts are installed, and installation of pad will hopefully begin by the end of the week. A second crew will begin installation at DeFazio next week.
- B. Playgrounds Capital Planning:** The Commission reviewed the additional comments, along with the original comments, that have been sent to Ms. Carey regarding improvements at DeFazio and Perry playgrounds, and as seen in Appendix A. Mr. Toolan noted the request for fencing at Perry Park, but wondered if that would take away from the openness of the park. He also noted the requests for shade but suggested that natural shade might be the preferred option. Mrs. Chaston recommended that improvements be made at Perry Park, but that the effort be put towards equipment replacement at DeFazio, which is the older playground. Mr. DiCicco noted that Perry Park had limited parking. Ms. Carey asked if the Commission wanted to consider a small spray deck at DeFazio, but the consensus was that one was sufficient. The Commission discussed age groups at playgrounds, and whether some should remain tot-lots or have options for various age groups.
- C. Rosemary Recreation Complex:** The Commission have been sent weekly updates on attendance. Ms. O'Connor and Pool Specialist Devin Cashman provided some updates on the summer, noting that it was busy but overall good summer. Mr. Cashman noted that participation in swim lessons and swim team had increased over prior summers. Ms. O'Connor has checked on reviews posted on-line and noted most are favorable, with a 4.7 on Google from 45 reviews as an example. Mr. DiCicco noted the amount of funds collected on daily admission that Ms. Carey had sent to the Commission with weekly updates on admission. Ms. O'Connor will be providing an update on admissions including the other check-ins that are not scanned into the system. The Commission reviewed the hiring information and the status of staffing for the remaining weeks through Labor Day. After August 25<sup>th</sup>, the number of staff members is not adequate to fully operate both pools, and a single shift will need to be put in place starting August 19<sup>th</sup> in order to have sufficient staffing. Ms. Carey, Mr. Cashman and Ms. O'Connor will work on a schedule and provide to the Commission later in the week.

## 5. Action Items:

- A. Request from Eversource – South Street:** The Commission reviewed the documents from Eversource, and the request to extend four feet onto the South Street boat launch property under the Commission's jurisdiction for the installation of a vault in the road. Mr. Toolan made a motion to approve the request from Eversource to install an underground vault on South Street, protruding approximately 4 feet onto the Commission's property. The motion was seconded by Mr. DiCicco and was approved. After installation, a request for an easement will be made at an upcoming Town Meeting.

**B. Special Event Request – Needham Women’s Club:** The Commission reviewed the request from the Women’s Club to host Halloween Family Fun on Saturday, October 26<sup>th</sup> from 9 AM to 3 PM. The Commission felt that placing the event at Claxton Field and quarry area would be better suited than the requested Newman location. They raised concerns about having dogs and ponies as part of the event. Mr. Toolan made a motion to approve the request from the Needham Women’s Club to host Halloween Family Fun, with activities and layout approved by the Director of Park and Recreation, and a reminder that the Town’s leash law must be followed. The motion was seconded by Mr. DiCicco and passed.

**6. Issues Not Reasonably Anticipated by Chair within 48 Hours:** None presented.

**7. Topics for Future Agendas:** Mr. Gerstel asked for an update on the Big Belly trash receptacles.

**8. Adjournment of Meeting:** Mrs. Chaston made a motion to adjourn the meeting at 8:14 PM. The motion was seconded by Mr. Toolan and the meeting adjourned at 8:14 PM.

Respectfully submitted,

Patricia M. Carey, CPRP  
Director