

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

**Minutes of Meeting
June 28, 2021**

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

STAFF: Stacey Mulroy, Kristen Wright, Fabien Desrouleaux

Ms. Chaston called the meeting to order at 7:02 PM.

1. Open Forum – Public Comment

None presented.

2. Director’s Report

Ms. Mulroy reviewed the Director’s Report.

The Commission discussed placing porta-potties at Newman and Greene’s for the summer.

3A. CPC

Mr. Gerstel and Ms. Wright discussed what the CPC will be discussing this summer. Ms. Chaston asked the Commission to identify projects that could be submitted for CPC funding.

3B. Playgrounds & Facilities

The Commission reviewed the open playground and facilities projects.

3C. Porta Potties

Discussed earlier in the meeting.

3D. Permitting Fees

The Commission discussed increases to the permitting fees to add additional supports to field users. Ms. Chaston suggested discussing these increases with the Select Board and potentially finding other funding sources to support these additional services.

3E. Commission Goals & Responsibilities

The Commission reviewed the goals and responsibilities that were approved earlier in the year. Ms. Chaston stated that Commissioners should identify goals or responsibilities that they would like to update, remove, or add. Ms. Mulroy discussed incorporating the NUARI goals.

3F. Capital Projects

The Commission reviewed the current 10-year Capital Plan. Ms. Mulroy discussed adding pickleball courts to the FY23/FY24 plan. Ms. Chaston discussed adding lines to the Pollard courts and to have a full assessment done for that site.

3G. Trash Initiative

Ms. Mulroy discussed a larger trash initiative that is being discussed with DPW, the PIO, Economic Development, and Park and Recreation. To date it has been more informal discussion to how to support trash clean up throughout Town.

Ms. Chaston discussed the Park Ranger program. Ms. Hannigan discussed engaging the Youth Sports Organizations to have a dedicated 'clean-up weekend'. Ms. Geddes stated that the dog issue at parks should also continue to be addressed. Ms. Wright suggested a potential competition between user groups.

4A. Special Event Requests

Inform Diagnostics – Fundraising Event

Ms. Hannigan made a motion to approve the fundraising event to be held by Inform Diagnostics for a fee of \$500. Mr. Gerstel seconded the motion and it passed 5-0.

John Eliot PTC - Kindergarten Event

Mr. Gerstel made a motion to approve the kindergarten event to be held by John Eliot PTC at Eliot and waived the special event fee. Ms. Geddes seconded the motion and it passed 5-0.

Needham Track Club – Youth Track and Field Event

Ms. Hannigan made a motion to approve the special event requests by Needham Track Club with a fee of \$500 for the event. Mr. Gerstel seconded the motion and it passed 4-0-1.

Coach O's Soccer TEAMS LLC - Camp

Mr. Gerstel made a motion to deny the special event request from Coach O's Soccer TEAMS LLC for the requested two-week camp. Mr. Williams seconded the motion and it passed 5-0.

Broadmeadow PTC – Kindergarten Events

Mr. Gerstel made a motion to approve the requests from Broadmeadow PTC to host two events to support the upcoming Kindergarten Class. Ms. Hannigan seconded the motion and it passed 5-0.

Charles River Center – Track and Field Event

Mr. Gerstel made a motion to approve the special event request and a \$200 fee. Mr. Williams seconded the motion and it passed 4-0-1. Ms. Mulroy stated that she will talk to the Parks & Forestry Superintendent about the upcoming track project.

4B. Meeting Minutes

Mr. Gerstel made a motion to approve the meeting minutes from May 24, 2021. Ms. Geddes seconded the motion and it passed 4-0-1.

5. Topics for Future Meetings

Ms. Hannigan had a discussion with Junior Football about upcoming use in August.

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

None presented.

7. Next Meetings

The Commission reviewed the next meeting dates.

8. Adjournment of Business Meeting

Mr. Gerstel moved to adjourn the June 28, 2021, Park and Recreation Commission meeting at 8:39pm. Ms. Hannigan seconded the motion and the meeting adjourned at 8:39pm.

Respectfully submitted,

Kristen Wright
Administrative Specialist