

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

**Minutes of Meeting
November 8, 2021**

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

STAFF: Stacey Mulroy, Fabien Desrouleaux, Kristen Wright

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

1. Open Forum – Public Comment

None presented.

2. Chair's Update

Ms. Chaston discussed the upcoming joint meeting with the Select Board. The Commission reviewed the topics that will be discussed.

3. Director's Report

Ms. Mulroy reviewed the Director's report.

The Commission discussed the Pools Shut Down, basketball nets, and setting up Pickleball nets and thanked the staff for getting the lines down and celebrated the reopening of the DeFazio track.

Ms. Chaston asked about the Claxton project. Ms. Mulroy stated that there were not currently any new updates and she would share them with the Commission as soon as she had any additional information.

4A. Budget Overview

Ms. Chaston stated that the budget has been submitted and that she, Mr. Gerstel, Ms. Mulroy and Ms. Wright met with the Town Managers office to review the budget requests. The Town Manager will make her recommendations to the Finance Committee, the Commission and Department will meet with the Finance Committee. The Finance Committee will make their recommendation to Town Meeting. Ms. Chaston discussed the additional requests that are being made for additional staffing.

4B. CPC

Mr. Gerstel stated that the CPC will be meeting again on the 17th. The Commission discussed the projects that will be submitted for CPC funding.

4C. Charles River Boat Launch

Mr. Gerstel discussed the conversation and presentation with the Planning Board about this project status. Mr. Gerstel stated that there is a meeting with the Boat Launch Working Group later this week.

4D. Playgrounds & Facilities

Future projects were discussed including the resurfacing at Greene's Field and the Track Lighting.

4E. Capital Projects

The Commission reviewed the capital projects planned over the next 5 years and submitted in this years capital plan.

4F. Trash Initiative

The Commission discussed the continuing issues at Memorial Park. The Commission also discussed ways to engage the user groups and residents to be a part of the solution regarding trash.

5B. Action Items & Approvals – General Fund Fees

Ms. Hannigan made a motion to approve the General Fund Fees as outlined. Mr. Gerstel seconded the motion and it passed 5-0.

5A. Special Event Approvals

Needham High School Boosters – Christmas Tree Sales

Mr. Gerstel made a motion to approve the Christmas Tree Sale be held by the NHS Boosters in the Claxton Quarry from Saturday, November 13, 2021 – Sunday, January 15, 2022 with sales days including Wednesday, November 24 from 4:30pm – 7:30pm, Fridays 4:30pm – 7:30pm. And Saturdays and Sundays from 9:00am – 6:00pm. The fee for this event is \$400. Ms. Hannigan seconded the motion and it passed 5-0.

Needham Student Council – Thanksgiving Bonfire and Pep Rally

Ms. Hannigan made a motion to approve the Thanksgiving Bonfire event to be held by Needham High School Student Council in the Upper NHS Parking Lots on Tuesday, November 23 from 4:30pm – 8:30pm. The fee for this event has been waived. Ms. Geddes seconded the motion and it passed 5-0.

St. Joes – Recess Field Use

Mr. Gerstel made a motion to approve the use of Greene’s field for limited outdoor recess to be held by St. Joe’s on various afternoons in November. The fee for this event is \$200. Ms. Hannigan seconded the motion and it passed 5-0.

Needham Farmer Market – Use of Greene’s Field pathways near Great Plain for 2022 season

Ms. Hannigan made a motion to approve the use of Greene’s field pathways along Great Plain Avenue during the 2022 season throughout the construction of the Town Common for the Farmers Market. There will be no additional fee charged outside of the annual fee charged in past years. Mr. Gerstel seconded the motion and it passed 5-0.

5C. Meeting Minutes

Business Meeting

Mr. Gerstel made a motion to approve the meeting minutes from October 18, 2021. Ms. Geddes seconded the motion and it passed 5-0.

Field Summit

Mr. Gerstel made a motion to approve the field summit minutes from October 18, 2021. Mr. Williams seconded the motion and it passed 5-0.

6. Topics for Future Meetings

Ms. Hannigan discussed recent issues with using the Memorial Field House. Ms. Mulroy discussed the process and the issues that occurred and mainly that the vandalism has forced reducing access to only permitted users. Ms. Mulroy stated that we are working to update the process.

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

No presented

8. Next Meetings

The Commission reviewed the next meeting dates. The Commission would like to discuss user fees in January.

9. Adjournment of Business Meeting

Mr. Gerstel moved to adjourn the November 8, 2021, Park and Recreation Commission meeting at 8:51pm. Mr. Williams seconded the motion and the meeting adjourned at 8:51pm.

Respectfully submitted,

Kristen Wright
Administrative Specialist