

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

Minutes of Meeting

March 13, 2023

Attended: Chris Gerstel, Cynthia Chaston, Frederica Lalonde, Michelle Geddes,

Absent: Dina Hannigan

Staff: Stacey Mulroy, Derek Moreau

Guests: J. Douglas

Call to Order (CTO)

Mr. Gerstel called the meeting to order at 06:38pm on March 13, 2023.

1. Open Forum

None present.

2. Chair's Update

None presented.

3. Director's Report

Park and Recreation Director Stacey Mulroy

3a. Programs & Events

- Registration
- Spring Programs are beginning.
- April Vacation Programs

3b. Fields and Facilities

- Off – Leash Dog park Discussions
 - Locations

3c. Staffing

- Assistant Director begins on Monday March 27, 2023
- Summer Staffing
 - Pools
 - Supervisor
 - Assistant Supervisor
 - WSI

- Lifeguard
 - Maintenance
 - Booth Attendant
- Program/Camps
 - Assistant Supervisor
 - Site Supervisor
 - Specialist
 - Group Leader
 - Counselor
- Volunteers
 - Always looking for volunteers and/or interns for the department

4. Additional Discussion Items

4a. Active Recreation Working Group Update

- Off the leash Dog Park
 - Possible survey will be sent out to the Public.
 - Five Possible Locations
 - Hatfield
 - Hillside
 - Rosemary Glenn
 - Town Forest

4b. Commission Policies

- None presented.

4c. Capital Project

- Mcleod - project went to the Zoning Board Association
- Claxton - no official reports yet

4d. Playgrounds and Facilities

DeFazio Parking Lot Current Plan

- Possible changes
 - More drive through lanes
 - More accessibility parking.

5. Action Items & Approvals

5a. Special Events

Event: Springfest 2023- With Condition of parking plan being presented to the P+R Director

Motion – Cynthia Chaston

2nd – Frederica Lalonde

4-0 unanimous

Event: Field Day for Kids – Location to be determined by the Director

Motion – Cynthia Chaston

2nd – Michelle Geddes

4-0 unanimous

5b. Fee Approvals

None presented.

5.c Meeting Minutes

Field Summit Meeting Minutes –February 13, 2022

Motion – Cynthia Chaston

2nd – Frederica Lalonde

5-0 unanimous

Meeting Minutes – February 27, 2022

Motion – Cynthia Chaston

2nd – Michelle Geddes

3-0 unanimous

6. Topics For Future Meetings

7. Issues Not Reasonably Anticipated

None Presented

8. Next Meetings

- Monday April 3, 2023
- Monday April 10, 2023
- Monday April 24, 2023

9. Adjournment of Business Meeting

Motion – Cynthia Chaston

2nd – Frederica Lalonde

4-0 Unanimous

Meeting Adjourned at 09:02pm on March 13, 2023

Respectfully Submitted.

Derek Moreau Jr.

Administrative Specialist