

TOWN OF NEEDHAM TRUSTEES OF MEMORIAL PARK

MEETING MINUTES

Wednesday, January 13, 2016 – 7:00 PM – Memorial Park Building

PRESENT: John Gallelo, Chairman; Mark Forbes, Vice-Chairman; Jim Healy, Clerk;
Bill Topham; Matt Borrelli, BOS designee

ABSENT: Chuck Mangine

The meeting was called to order by Chairman Gallelo at 7:03 P.M. A quorum was declared.

The minutes of the November 12, 2015 were approved 4-0. It was noted that the scheduled December 9 meeting was cancelled because there was no business for the Trustees to discuss/vote. Moving forward, the tentative meeting night will be the 2nd Wednesday of the month at 7:00 p.m., assuming there is a need to meet.

With respect to the new podium that was constructed by Trustee Mangine, we again confirmed that Chuck will be reimbursed for his out-of-pocket costs of \$241.31 – Trustee Topham will obtain this check for delivery to Chuck.

Trustee Healy reported on the budget meeting with the Town's Finance Committee on January 6 (also attended by Trustee Topham). We re-stated our request for \$750 in operating budget funds to purchase replacement flags and miscellaneous repair costs. We also re-stated our Capital request of \$50,000 for a feasibility study related to the potential renovation/replacement of the Memorial Park building. With respect to this capital request, the Trustees also discussed the following:

1. Sending an informational letter to Town Meeting members and Town officials explaining the need for this capital work – to be signed by the Trustees and also potentially by those entities using the building; and
2. Inviting Town Meeting members and Town officials to a tour of the building.

It appears Community Preservation Act monies may be available to pay for those aspects of the building renovation that directly serve the Park's fields, but CPA monies are not available to fund the feasibility study. The Trustees will also look into whether there is any State monies that may be available given that this building is directly related to veteran's services.

Trustee Healy also reported on the information provided by Parks and Forestry Director, Ed Olsen, to the FinCom – including updates on the status of the Gateway Garden design (previously funded by Town Meeting), and the Memorial Park/Hill drainage

project (to be voted on at the May Annual Town Meeting). Trustee Healy advised that he and Chairman Gallelo had received an email from Olsen on November 23 stating that phase one of the drainage project is eligible for CPA funding, and Olsen asked if the Trustees are willing to support a related CPA application for such funds. At that time, we told Olsen we supported this application and we would obtain a formal vote at our next Trustees meeting. Tonight, the Trustees voted 4-0 to support this application.

The Trustees discussed a potential capital project related to the Highland Avenue retaining wall. Trustee Healy will inquire about same with Town Officials.

Trustee Healy shared his email to Micah Hauben of November 28, requesting that all Needham High School equipment be removed from both the fields and the areas next to the Park building – given the conclusion of the fall sports season.

Trustee Healy advised that Town Manager Kate Fitzpatrick had reported that Public Facilities had repaired the wooden guard rail fence along Admiral Gracey drive.

Trustee Topham reported that the repair work to the gazebo treads/brickwork had not yet been completed. Trustee Healy stated he raised this issue at the FinCom meeting to Dave Davison and Kate Fitzpatrick (both of whom were in attendance at the FinCom meeting). Healy will send a follow-up email.

Chair Gallelo reported on the successful Field Summit meeting and two items of importance. First, we believe there should be a “NO DOGS” sign at the Admiral Gracey entrance to the playing fields; and the Memorial Park fields will be closed from Wednesday, June 29 to Wednesday, July 6, in order to allow for set-up / take-down related to the July 3rd and 4th festivities.

Chair Gallelo raised the use of the 60’ baseball/softball diamond, and the Trustees subsequently voted 4-0 to allow Needham Little League / Needham Softball to use this diamond from May 1 to July 31 (but not if such interferes with regularly scheduled NHS games).

Chair Gallelo asked whether the Trustees should ask to amend their Special Permit from the Zoning Board of Appeals to allow use of the athletic field lights for the baseball diamonds up until 10:00 p.m., on Thursday and Saturday nights. The Trustees will review the current Special Permit and further discuss this matter at our next meeting.

A Motion to adjourn was made, seconded and approved 4–0 at 7:45 pm. The next Trustees meeting will be on Wednesday, February 10, 2016, at 7:00 pm, at Memorial Park.

END OF MINUTES.

Respectfully submitted,

James G. Healy, Trustee and Clerk