



Setti D. Warren  
Mayor

**Newton Parks & Recreation Commission**  
**Meeting Minutes**  
**City Hall, Room 209, 7:00pm**  
**April 25, 2011**



Robert J. DeRubeis  
Commissioner

**Attending:** Arthur Magni, *Chairman*, Kathleen Heitman, *Vice-Chair*, Bob DeRubeis, *Commissioner*, Walter Bernheimer, Don Fishman, Richard Tucker, Bethel Charkoudian, Robin McLaughlin, *Secretary*

**Absent:** Fran Rice, Jack Neville, Peter Johnson, Michael Clarke, Andrew Stern, Peter Kastner

**Also Attending:** Carol Schein, Open Space Coordinator, Carol Stapleton, Recreation Manager, Sharon Stout –Relay for Life, Chuck Proia- St Mary of Carmen Festival, John Flynn – St. Mary of Carmen Festival, Keith Jones – Farlow Park Project, Tom Enselek - NWLL

*Meeting called to order at 7:00pm*

**1. Meeting Minutes –March 21, 2011**

- Accepted 6-0

**2. Commissioner's Reports on Programs, Forestry and Maintenance**

- **Department Snapshot** – Commissioner DeRubeis reviewed the snapshot (attached).
- **Budget** – The FY12 budget book and a line item report were distributed to the members. Discussion on the budget was held for the end of the meeting
- **Off-leash Area Working Group** – Commissioner DeRubeis commented three additional off-leash recreation areas opened on Thursday April 21; Claflin Playground, Newton Centre Playground and McGrath Park. Signs and Mutt-Mitt dog waste disposal dispensers have been installed at each site. The City Clerk has sold 420 resident medallions and one professional dog walker medallion.

**3. Relay For Life – Public Hearing**

- Chairman Magni stated the abutters of Forte Park have been notified of this event scheduled for May 21 and May 22. Sharon Stout, Event Coordinator was present to answer any questions. Chairman Magni requested comments, questions or concerns from those present at the meeting. There were no comments, questions or concerns.

*Mr. Bernheimer made the motion to accept the Relay for Life proposal as presented. Mr. Tucker seconded the motion. The motion passed 6-0.*

#### **4. St. Mary of Carmen Festival – Public Hearing**

- Chairman Magni stated the abutters of Pelligrini Park have been notified of this event scheduled July 13 – July 17. Chuck Proia, Event Coordinator and John Flynn, Festival Manager were present to answer any questions. Chairman Magni requested comments, questions or concerns from those present at the meeting.
- Mr. Marini of 45 Hawthorne St. stated he is not against the carnival but requested a buffer zone on the rides and to reduce the music. Mr. Proia commented there is a 50' buffer zone and the music is shut off at 9:00 pm. If the buffer zone is increased the carnival would lose money. Quieter rides have been put in the area of Mr. Marini's home. Mr. Marini asked if there is a footprint for the carnival. Mr. Proia stated yes the City gives them the footprint.
- Mr. Deluca of 30 Hawthorne St. has spoken with Mr. Proia regarding the carnival and he listens to the abutters, and noise has been reduced. Mr. Deluca's concern is the porta-potty's that are dropped off on Monday before the carnival and are lined up in front of his house. Before the carnival begins on Wednesday the porta-potty's are moved to the back, but until then the smell at his house is awful and they are lined up right in front of his house. Mr. Bernheimer asked why the porta-potty cannot be dropped off in the back on Monday. Mr. Flynn stated they did not want to damage the field with the big truck driving on the field. The porta-potty is brought to the back with a hand lift. Mr. Bernheimer suggested having the porta-potty's delivered on Wednesday instead of Monday.
- Commissioner DeRubeis commented Mr. Flynn the Carnival Manager has made great improvements in his time of managing the carnival.
- Alderman Lennon commented the administration changes have been for the better. The carnival is a great event.

*Mr. Tucker made the motion to approve the carnival as proposed. Ms. Charkoudian seconded the motion. Motion passed 6-0.*

#### **5. Nahanton Park – Parking Lot Proposal**

- Ms. Schein presented a proposal (attached) to expand the upper parking lot at the Nahanton Street entrance. The need for expanded parking is anticipated due to increased usage of Nahanton Park in general and specifically with Charles River Canoe & kayak rentals for 5 months. And the department is being proactive in gathering input on this proposal. Ms. Schein took the recommendations for the parking areas from the Master Plan developed by Pressley Associates.
- Ms. Heitman commented the Canoe & Kayak rentals was very busy last summer, this was a great addition to the park. Mr. Tucker asked if the Canoe & Kayak Company approves of the proposal. Ms. Schein stated yes.
- Commissioner DeRubeis asked what type of surface would be added to the area. Ms. Schein stated the area would not be paved. Gravel and stone dust would be used for the surface. Anne Phelps of the Conservation Commission did not have any issues with this proposal as it is outside of 200' from the Charles River.
- Ms. Jane Sender of the Newton Conservators reminded the Commission of the Natural Resources Inventory and Management Plan for Nahanton Park that is in progress. Jeff Collins of the Audubon should look at this area. There are Wood Cock's in the area, it is a sensitive area. The existing upper parking area should be used first without removing existing brush.

- Mr. Magni asked if the existing parking area had been looked at. Ms. Schein said improving just the existing parking lot foot print could be considered. Ms. Schein stated Mr. Collins will be out in May to look at the area.
- Ms. Suzette Barbier of the Newton Conservators stated the upper lot on Winchester Street should be considered as there is plenty of parking in this area. It would take the same amount of time to walk from the Winchester Street parking area as it would from the proposed area. We should work with what we have.
- Ms. Sender recommended using signage to direct people to the Winchester Street lot.
- Mr. Duane Hillis of Winchester Street commented Ms. Barbier's comment is valid. The parking is short term for rentals. You have not looked at all the options. The Winchester Street entrance is not cleaned up from the snow dumping this winter.
- Commissioner DeRubeis commented Mr. Hillis is correct the Winchester Street entrance should have been cleaned up by now.
- Mr. Fishman stated the previous comments of redirecting traffic and looking at the parking situation at Nahanton Park is valid. This proposal is worth looking at.
- Ms. Schein stated this proposal is informational only.

## **6. Farlow Park – Keith Jones**

- Mr. Jones provided an update to the Commission of the Farlow Park Pond restoration project for a vote so the project can go to the Community Preservation Committee (CPC).
- Mr. Jones displayed pictures from the early 1900's of Farlow Park with the pond and the bridge. Mr. Jones has been working on this project since 2004. Phase One of the project was to gather information. Five spots have been dug in the basin. The basin appears to be intact, and there are no cracks in the concrete.
- Safety around the pond was an issue. Thirteen communities were surveyed including Boston. None of the communities require fencing around the ponds and had no concerns.
- Mr. Tucker asked how high the curbing is around the pond. Mr. Jones stated the curbing is even with the ground.
- Mr. Jones commented a well has been dug and there is enough water available to supply the pond and possibly the irrigation system at the Underwood School. Mike Cronin of the NPS Operations Department has agreed to pay the electric bill for the system. The water bill is approximately \$5,000.00. The electric bill will be less than \$3,000.00. That is a savings for the school of \$2,000.00.
- Mr. Jones distributed a draft of the budget (attached). Chairman Magni asked if the bridge is included. Mr. Jones stated no.
- Chairman Magni asked if the members wanted to take a vote.
- Mr. Bernheimer, who is also a member of the CPC commented if legislation is amended to include park projects, where would the Farlow Park project be as a priority, currently there are master plans for Braceland and Whitmore parks.
- Mr. Jones stated Farlow Park is in the Historic Registry as the oldest park in Newton. It is a restoration project.
- Mr. Bernheimer stated the CPC has many historic projects.
- Commissioner DeRubeis commented funds have been raised to test the well to confirm the well will supply the pond and the irrigation system.

- Mr. Tucker recommended having a public hearing after the well test is complete. Mr. Bernheimer commented the CPC will not hear any new projects until October.
- Commissioner DeRubeis recommended having the well test done in May and the public hearing in June. Chairman Magni agreed.

#### **~~7. S.G.K. 3 Day for the Cure Event - Pierce Elementary School~~**

- Rescheduled- May 16 Meeting

#### **8. Crystal Lake & Gath Pool Swim Fees**

- Ms. Stapleton presented the 2011 swim fees for Crystal Lake and Gath Pool (attached). There are no changes to the fees from the 2010 season.
- Mr. Bernheimer stated swim fees should be raised.
- Ms. Stapleton commented 144 scholarships were provided at Crystal Lake last year and 274 scholarships were provided at Gath Pool.

*Mr. Fishman made the motion to accept the swim fees as proposed. Ms. Heitman seconded the motion. Motion passed 5-1.*

#### **9. New Business**

##### **○ NWLL – Scoreboard**

- Mr. Enselek handed out documentation (attached) requesting permission to install a new scoreboard at Lyons Field. The new scoreboard will be:
  - Made of aluminum
  - Using wireless technology, which will eliminate the need for one volunteer
  - Approximately 4' x 8' x 6"
  - No need for electrical wires, pipes already have been installed
  - Hung in left field the same as the existing sign
  - Taken down in the Fall
- Mr. Bernheimer asked if there will be advertising on the sign. Mr. Enselek said no. Mr. Bernheimer stated if this sign will be replacing the existing sign a public hearing is not necessary.

*Mr. Bernheimer made the motion to accept the request for a new sign by NWLL. Ms. Heitman seconded the motion. Motion passed 6-0.*

##### **○ Budget**

- Commissioner DeRubeis handed out the Parks & Recreation Budget report book created by Marc Welch, Forestry Director and a line item budget report.
- This budget was a zero based budget. Commissioner DeRubeis looked at the budgets from the past 5 years and took an average
- The department has a \$94,000.00 cut. Two maintenance positions were cut through attrition along with \$6,000.00 from work by other departments, which was money for custodians at NNHS.
- Mr. Bernheimer asked how these cuts will effect the department. Commissioner DeRubeis stated he is working with Nancy Forrester, Director of Performance Management to find efficiencies to save money.


- Ms. Charkoudian asked the difference between wages and salaries. Commissioner DeRubeis stated salaries are management and wages are the maintenance workers.
- Mr. Tucker commented due to the decreasing budget over the next few years a message must go out to residents they cannot expect the same services. Mr. Bernheimer stated this is the inevitable effect of Proposition 2 1/2.
- Ms. Charkoudian inquired about the cell phone line item. Commissioner DeRubeis stated all managers have Nextel phones. The managers are out of the office a lot of the time and the Nextel phones keep them in touch with the office.
- Mr. Tucker commented he agrees with Mr. Bernheimer fees should be raised. If the Commission ignores the need to raise fees the members are doing the Commission a disservice.

Meeting Adjourned at 8:36 pm

Respectfully submitted,

*Robin McLaughlin, Secretary*

## Department Snapshot (one page)

| Employee Attendance      |             |             |             |                 |   |
|--------------------------|-------------|-------------|-------------|-----------------|---|
|                          | Worker Days | Days Missed |             | Power Indicator |  |
|                          |             | Leave       | Vacation    |                 |   |
| Administration (5)       | 120         | 3.5         | 9           | 90%             | <b>88%</b>  |
| Program (8)              | 192         | 1           | 20          | 89%             |   |
| Grounds Maintenance (16) | 359         | 42          | 13.5        | 85%             |   |
| Urban Forestry (2)       | 48          | 0.5         | 0           | 99%             |   |
| <b>Totals</b>            | <b>719</b>  | <b>47</b>   | <b>42.5</b> | <b>88%</b>      |   |

| Customer Service Measures |             |              |                |
|---------------------------|-------------|--------------|----------------|
|                           | Phone Calls | FAQ's Viewed | Total Inquires |
| Administration            | 299         | 109          | 408            |
| Program                   | 759         | 360          | 1119           |
| Facilities                | 170         | 64           | 234            |
| Grounds Maintenance       | 89          | 3            | 92             |
| Urban Forestry            | 253         | 600          | 853            |
| <b>Totals</b>             | <b>1570</b> | <b>1136</b>  | <b>2706</b>    |

| Service Requests    |       |        |                          |                 |                           |                  |                          |
|---------------------|-------|--------|--------------------------|-----------------|---------------------------|------------------|--------------------------|
| Grounds Maintenance |       |        |                          | Urban Forestry  |                           |                  |                          |
|                     | Rcv'd | closed | Avg. Age of Comp. (days) |                 | Rcv'd                     | Closed           | Avg. Age of Comp. (days) |
| School Dude         | 69    | 62     | 3                        | Pruning         | 30                        | 0                |                          |
|                     |       |        |                          | Removals        | 17                        | 0                |                          |
| WebQA               | 18    | 17     | 42                       | Dn tr, lb, hngr | 112                       |                  |                          |
|                     |       |        |                          | <b>Num.</b>     | <b>Days till Complete</b> |                  |                          |
|                     |       |        |                          | Removal backlog | 113                       | 128              |                          |
|                     |       |        |                          | Prune backlog   | 508                       | 3102 (8.5 years) |                          |

| Financial Measures     |             |                      |           |            |           |
|------------------------|-------------|----------------------|-----------|------------|-----------|
|                        | Quant.      | \$ Amount            |           |            |           |
| Purchase Orders        | 26          | \$ (26,299.55)       | -\$26,300 | -\$128,727 | \$173,691 |
| Invoices Paid          | 273         | \$ (128,726.54)      |           |            | \$1,779   |
| Checks Processed       | 594         | \$ 173,691.40        |           |            | \$88,845  |
| Cash Processed         | 18          | \$ 1,779.00          |           |            |           |
| Credit Cards Processed | 412         | \$ 88,845.00         |           |            |           |
| <b>Totals</b>          | <b>1323</b> | <b>\$ 109,289.31</b> |           |            |           |

| Key Project Updates              |                      |             |  |        |              |
|----------------------------------|----------------------|-------------|--|--------|--------------|
| Project                          | Lead                 | Total Cost  |  | % done |              |
| Burr Park                        | Lapham               |             |  | 50%    | fund raising |
| Cheesecake Brook Imprv. Ph. II   | Bailey/ Schein       | \$20-\$30k  |  | 0%     |              |
| DEP Permit Nahanton Park Docks   | Schein/Dore          |             |  |        |              |
| Drainage Swale @ Main Library    | Daghlian/Stapleton   | \$0.00      |  | 0%     |              |
| Farlow Pond Restoration          | Lapham/Schein        | \$40k       |  | 95%    |              |
| Hyde Park War Memorial           | Mannion              | \$21,450.00 |  | 15%    |              |
| improvements to Lower Falls C.C. | Cabral/Dore          | \$680k      |  | 75%    |              |
| Mason-Rice Play Ara              | Lapham               |             |  | 68%    | fund raising |
| Nat. Resource Nahanton Pk.       | Schein/Dore          | \$5,900.00  |  |        |              |
| Pellegrini                       | Cahill/Lapham/Schein |             |  | 0%     |              |
| Taiwan Garden                    | Schein               | privately   |  | 85%    |              |
| Tennis Backboard                 | Schein/Mannion       | \$16,619.00 |  | 90%    |              |

| Program Attendance                 |             |  |
|------------------------------------|-------------|--|
| Total Program Attendance For Month | <b>6585</b> | *see reverse for program list and attendance |
| Total Number of Programs For Month | <b>56</b>   |  |

# Nahanton Park – Parking (3 pages)

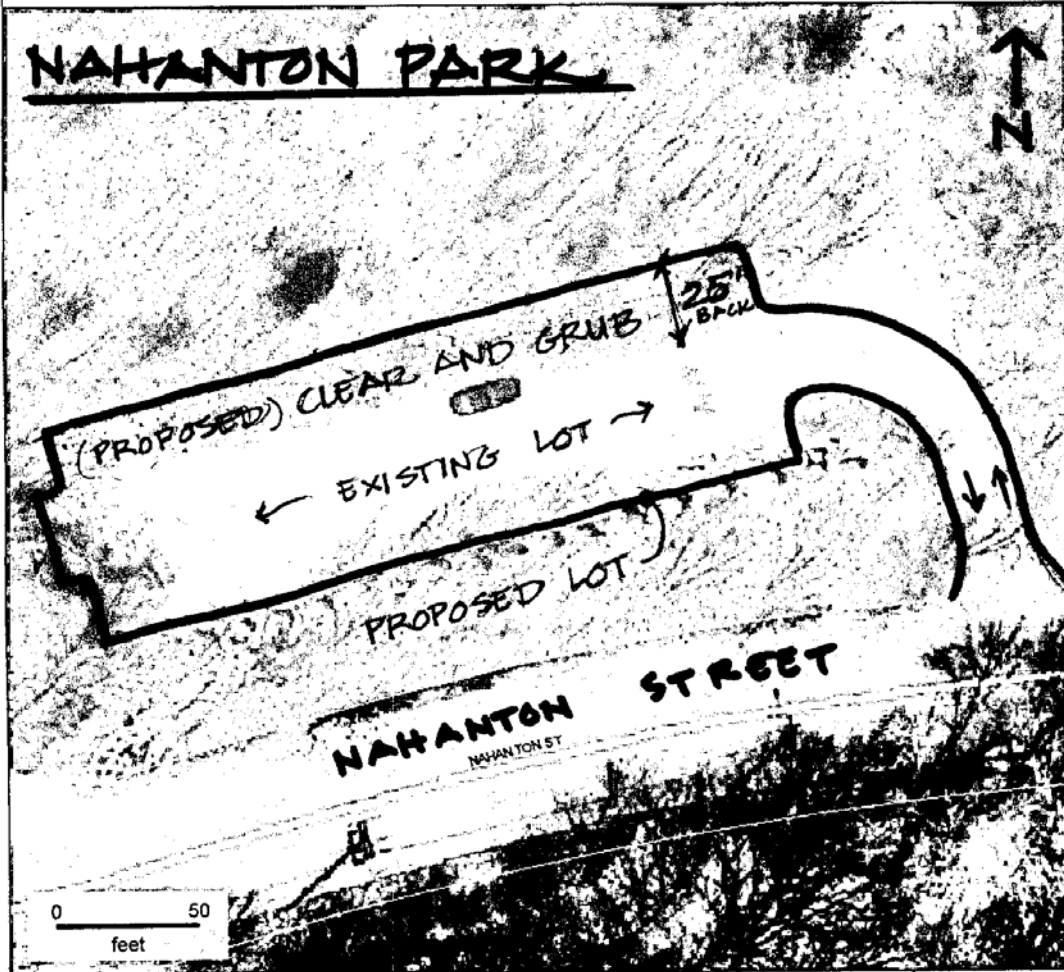
3/28/2011

| City of Newton  |  |  |
|---|--|--|
|   |  |  |
| Property ID: 83035 0004A<br>Address: NAHANTON ST<br>Owner: CITY OF NEWTON   |  |  |
| <p>MAP FOR REFERENCE ONLY<br/>NOT A LEGAL DOCUMENT</p> <p>Because of different update schedules, current property assessments may not reflect recent changes to property boundaries. Check with the Assessors' Office to confirm boundaries uses at the time of assessment.</p> |  |  |

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City of Newton

**NAHANTON PARK**



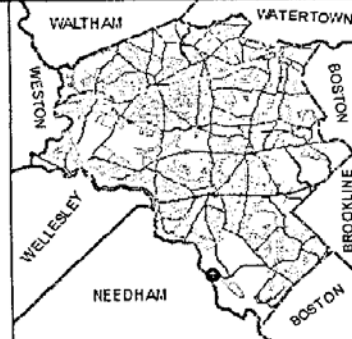
Property ID: 83035 0004A  
 Address: NAHANTON ST  
 Owner: CITY OF NEWTON

(PROPOSED)  
 UPPER PARKING LOT  
 OVERLAIN OVER  
 EXISTING  
 CONDITIONS AERIAL  
 PHOTO



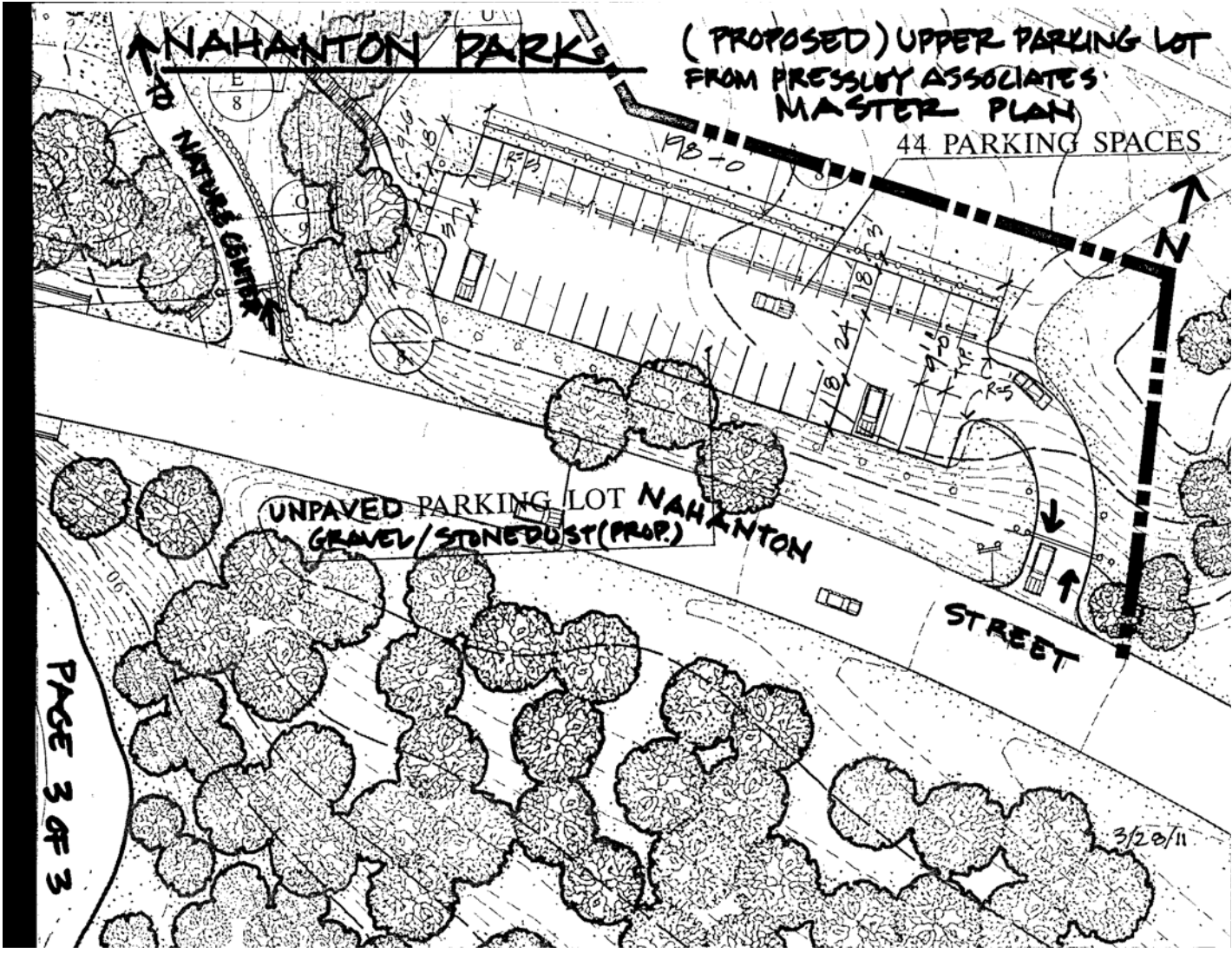
MAP FOR REFERENCE ONLY  
 NOT A LEGAL DOCUMENT

Because of different update schedules, current property assessments may not reflect recent changes to property boundaries. Check with the Assessors' Office to confirm boundaries uses at the time of assessment.



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# Farlow Park Project – Budget (one page)

| COST ESTIMATE FOR FARLOW PARK POND                |        |       |            |           |            |                     |
|---|--------|-------|------------|-----------|------------|---------------------|
| 85% Bid Set                                       |        |       |            |           |            |                     |
| 10.18.10  |        |       |            |           |            |                     |
| Item  | units  | quant | unit price | total     | subtotals  | notes               |
| <b>general conditions</b>                         |        |       |            |           |            |                     |
| general conditions                                |        | 8%    | \$199,410  | \$15,953  |            |                     |
|   |        |       |            |           | \$15,953   |                     |
| <b>demolition / site preparation</b>              |        |       |            |           |            |                     |
| earth fill removal in concrete pool liner         | cy     | 830   | \$45       | \$37,350  |            |                     |
| hand work / extreme care                          |        |       |            | \$0       |            |                     |
|   |        |       |            | \$0       |            |                     |
|   |        |       |            |           | \$37,350   |                     |
| <b>drainage structures / infrastructure</b>       |        |       |            |           |            |                     |
| new catch basin                                   | ea     | 1     | \$4,500    | \$4,500   |            |                     |
| overflow inlet at pond edge                       | ea     | 1     | \$2,500    | \$2,500   |            |                     |
| new manhole                                       | ea     | 1     | \$4,500    | \$4,500   |            |                     |
| Frame and Cover                                   | ea     | 1     | \$560      | \$560     |            |                     |
| Frame and Grate                                   | ea     | 1     | \$600      | \$600     |            |                     |
| drainage gate valve                               | ea     | 1     | \$1,500    | \$1,500   |            |                     |
| drainage pipe                                     | lf     | 500   | \$50       | \$25,000  |            |                     |
|   |        |       |            |           | \$39,160   |                     |
| <b>utility services / mechanical equip</b>        |        |       |            |           |            |                     |
| electrical service connection / cabinet           | ls     | 1     | \$7,500    | \$7,500   |            |                     |
| well pump / aerator / water level                 | ls     | 1     | \$18,500   | \$18,500  |            |                     |
| new irrigation system                             | ls     | 1     | \$35,000   | \$35,000  | \$61,000   |                     |
| <b>Yearly Maintenance Costs</b>                   |        |       |            |           |            |                     |
| electrical service for pump for irrigation system | annual | 1     | \$300      | \$300     |            |                     |
| electrical service for aerator                    | annual | 1     | \$1,500    | \$1,500   |            |                     |
| electrical services for pump for pond filling     | annual | 1     | \$100      | \$100     |            |                     |
| seasonal litter cleanout/ mucking out pond        |        |       |            | \$0       |            | volunteer effort    |
| weekly maintenance ie trash etc                   |        |       |            | \$0       |            | volunteer effort    |
| spring start up/winter shut down                  |        |       |            | \$250     |            | with ex irrig contr |
|   |        |       |            |           | \$2,150    |                     |
| <b>Concrete Restoration - Pond</b>                |        |       |            |           |            |                     |
| Concrete Partial Depth Repair                     | SF     | 450   | \$20       | \$9,000   |            |                     |
| Concrete Full Depth Repair                        | SF     | 250   | \$30       | \$7,500   |            |                     |
| Crack Repair - Routing and Sealing                | LF     | 280   | \$20       | \$5,600   |            |                     |
| Crack Repair - Gravity Filling                    | SF     | 280   | \$35       | \$9,800   |            |                     |
| Crack Repair - Polyurethane Injection Grouting    | LF     | 200   | \$150      | \$30,000  |            |                     |
|   |        |       |            |           | \$61,900   |                     |
| <b>subtotal</b>                                   |        |       |            | \$217,513 | \$217,513  |                     |
| <b>contingency</b>                                |        |       | 18%        |           | \$39,152.3 |                     |
| <b>grand total</b>                                |        |       |            |           | \$256,665  |                     |

Too high?

# 2011 Swim Fees (one page)



SETTI D. WARREN  
MAYOR

## NEWTON PARKS AND RECREATION DEPARTMENT

70 Crescent Street, Newton, MA 02466  
Office: (617) 796-1500  
Fax: (617) 796-1512  
TDD/TTY: (617) 796-1089



## 2011 Swim Season

### Crystal Lake

Opens – Monday – June 13<sup>th</sup> @ 3pm  
Closes – to be determined

### Gath Pool

Opens – Monday – June 13<sup>th</sup> @ 3pm  
Closes – Labor Day

### SUMMER SWIM PERMIT:

- Permits issued to RESIDENTS ONLY
- Fees are nonrefundable
- Adults (18yrs and older - \$45.00 for the season
- Students (ages 6 through 18) \$20.00 for the season
- Seniors (ages 62 and over) \$20.00 for the season
- Resident Adult Daily fee - \$6.00
- Resident Student Daily fee - \$4.00
- Resident Senior Daily fee - \$4.00
- Non –Resident daily fee - \$10.00 each
- Residents with financial hardship may apply to the Commissioner for a scholarship/fee waiver.
- Summer swim permits are valid at both Gath and Crystal Lake

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[WWW.CLNEWTON.MA.US/PARKS](http://WWW.CLNEWTON.MA.US/PARKS)

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## Old vs New Scoreboard

### Old Scoreboard

- ▣ Old Scoreboard is made out of Wood
- ▣ Approximately 4 ft. x 8ft. x 1 in.
- ▣ Numbers need to be hung
- ▣ Need a willing volunteer to hang the numbers

### New Scoreboard

- ▣ New Scoreboard is Aluminum construction
- ▣ Wireless technology (no volunteers needed)
- ▣ Approximately 4 ft. x 8ft. X 6 in.
- ▣ No Electrical wires, pipe already has been laid


### No Changes

- ▣ Scoreboard will be hung in left field like the old
  - ▣ Will be taken down in the fall or covered up
-

**SCOREBOARDS.NET**

**-- Your best bet on the 'net for scoreboards --**

**Outdoor LED Baseball / Softball Scoreboard  
DN-1030**



**Cabinet Size : 4 ft. x 8 ft. x 6 in.**  
**Guest Score : 18 inches tall**  
**Home Score : 18 inches tall**  
**Inning : 18 inches tall**  
**Power Requirements : 120 VAC, 2 amps, 60 Hz**

|                               |                              |
|-------------------------------|------------------------------|
| - Wired or wireless operation | - Five-year limited warranty |
| - LED technology              | - Ease of maintenance        |
| - All aluminum construction   | - ETL listed to UL standard  |
| - Toll free technical support | - Choice of colors           |

**www.scoreboards.net**

**800-230-0948**