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PARKS COMMISSION MEETING MINUTES

Approved: **August 8, 2017**

Meeting Date: **Thursday, August 3, 2017**

Scheduled Agenda Items:

1. Discussion of Swallow Union Playground Renewal project.
 - A. Bid responses and equipment layout.
 - B. Project schedule and site impacts.

Meeting Minutes.

1. This was a meeting of the Park Commissioners including members of the Swallow Union Playground Committee members.
 - a. Attending the meeting for Parks Commission -- David Greenwood and Philip DeNyse.
 - b. Attending the meeting for Playground Subcommittee – Charlie Lippman and Chrissy McLane.
2. The meeting came to order at 6:04PM.
3. Mr. Greenwood reported on the recent progress to complete the contractual requirements for the landscape portion of the playground. The firm M.J. Cataldo Landscape & Construction Inc. of Littleton, MA has been selected to accomplish the landscaping work. The committee reviewed the contract language for completeness before it was sent to the company and the Selectboard for signature. Mr. Greenwood stated Mr. Cataldo is ready to get started as soon as possible. It is planned to have a meeting next week with O'Brien & Son and Cataldo to work out task and schedule timing for the project. However, before the ground breaking can begin the final identification of the location of the septic field must be verified. Efforts to find the “as built” plans have been unsuccessful. To compensate for this lack of documentation, Mr. Greenwood has

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engaged Mill Town Plumbing and Heating of Chelmsford to accomplish a septic inspection on August 4, 2017.

4. Mr. Greenwood discussed the adjustment to the playground equipment order to ensure we are within our budget. The most practical adjustment is the removal of the tire swing. The layout will remain unchanged in hopes of finding future funds to add the equipment back to the playground. The order with O'Brien & Son is anticipated to be placed tomorrow. Delivery will be in approximately six weeks.
5. The meeting was adjourned at 6:42PM. No additional subcommittee meetings are scheduled at this time.

Respectfully Submitted,

Philip J. DeNyse
Parks Commissioner