



OFFICE OF THE PARKS COMMISSION
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
978-649-4514 x224
parks@dunstable-ma.gov

PARKS COMMISSION MEETING MINUTES

Approved: **February 6, 2018**

Meeting Date: **Monday, January 8, 2018**

Scheduled Agenda Items:

1. Review and approval of meeting minutes: November 15, 2017.
2. Financial Status Discussion
 - A. New Invoices and Bills
 - B. Current Expenditures and FY18 Budget
3. Status of Swallow Union Playground Renewal Project
 - A. Final Work Effort and Railing Installation
 - B. Improvements to the play space: tire swing
4. Groton Baseball Association Field Use
5. Review of Open Space and Recreation Report Inputs
6. Discussion of Current Projects
 - A. Spring Well Maintenance at Larter Field
 - B. Spring Grounds Maintenance
 - C. Permanent Larter Field Entrance Signs
 - D. Larter Fields Activity: Christmas Tree Bonfire Review

Meeting Minutes.

1. This was a joint meeting of the Park Commissioners and the Recreation Commissioners.
 - a. Attending the meeting for Parks Commission -- David Greenwood, Jeff Hastings, and Philip DeNyse.
 - b. Attending the meeting for Recreation Commission -- Brian Locapo, Jim Tully, Derek Bernard, and Tiffany Naughton.
 - c. Also attending was Mr. Mike O'Malley of the Groton Dunstable Youth Baseball Association.
2. The meeting came to order at 7:00 PM. Quorums were present for the Parks and Recreations Commissions. Meeting minutes from the previous committee

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meeting was reviewed and approved. Minutes will be posted to the Town web site page.

3. Financial Status Discussion.
 - a. New Invoices and Bills. The recurring DPS Trash and Recycling bill for \$414.00 covering the final three months of 2017 was approved. We discussed the portable bathroom bill for the units located at Larter and the Town Common which has exhausted this year's Receptions budget. The Advisory Committee has been advised of the shortfall and adjustments will be made toward the end of the fiscal year.
 - b. Current Expenditures and FY18 Budget. Mr. Greenwood discussed plans for submitting additional budget request for \$3500 for Larter irrigation well maintenance and \$3500 for fall maintenance of one-half of Larter soccer fields. These requests will be presented to the Advisory Board for consideration to include in our annual budget to be voted on in the May town meeting.
 - c. Other Business. Mr. Locapo reports \$500 was received as a donation for the Receptions revolving account from Mr. Reardon who teaches summer tennis classes at the Town Courts.
4. Status of Swallow Union Playground Renewal Project.
 - a. Final Work Effort and Railing Installation. The last step also referred to as "riser" has been added and the hand railing has been installed. The pavers at the top of the stairs will be installed in the spring. The Board of Selectman continue to discuss the standards compliance and potential safety concerns about the stairs. No further changes to the design are currently anticipated by the Commissions.
 - b. Improvements to the play space: tire swing. Adding a tire swing to the playground layout was discussed. The anticipated cost is \$3500. The Swallow Union School has offered to pay one-half of the cost. The Receptions Commission voted 4-0 to provide the balance of the cost from the revolving account. Installation is anticipated in the spring.
5. Groton Baseball Association Field Use. Mr. Mike O'Malley was present for a discussion on use of the baseball fields at Larter Field and at Dunstable Fields. There was discussion of the need to schedule and coordinate on field use with the Recreation Commission. Changes to field configuration, improvements, must be coordinated and approved by the Commission before any changes can be made. The Commissioners were receptive to the ideas presented by Mr. O'Malley's organization to communicate and work with the Commissions to support youth

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baseball. Both entities recognize there are improvements and maintenance needs for the fields which are important to encourage youth sports. Some items discussed for improvements included replacement of the dugout roofs, and new storage sheds.

6. Review of Open Space and Recreation Report Inputs. The Conservation Commission distributed the report and asked for review and support of the document. The Commissioners discussed various aspects of the report. Parks previously provided comments to the report and letters of support were distributed to the Chairman of the Parks Commission and the Chairman of the Recreations Commission.
7. Discussion of Current Projects.
 - a. Spring Well Maintenance at Larter Field. The committee plans for spring well maintenance after the danger of freezing has past. It was noted an electrical box is damaged and needs to be put on the repair list.
 - b. Spring Grounds Maintenance. Fertilization of the baseball fields should occur this spring when the grounds are sufficiently dry.
 - c. Permanent Larter Field Entrance Sign. No new information is available, awaiting favorable weather in the spring.
 - d. Larter Fields Activity: Christmas tree Bonfire Review. The bonfire was cancelled due limited interest and severe weather conditions. State law would not permit rescheduling of the event to later a date in January.
8. The meeting was adjourned at 8:27PM. The next meeting will be February 6, 2018 at 7PM in the Town Hall. The committees have tentatively planned for a meeting in March on the 5th at 7PM.

Respectfully Submitted,

Philip J. DeNyse
Parks Commissioner