



OFFICE OF THE PARKS COMMISSION  
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## **PARKS COMMISSION MEETING MINUTES**

Approved: **May 7, 2018**

Meeting Date: **April 2, 2018**

### **Scheduled Agenda Items:**

1. Review and approval of meeting minutes: March 5, 2018.
2. Financial Status Discussion
  - A. New Invoices and Bills
  - B. Current Expenditures and FY18 Budget
3. Discussions on the Future of Parks and Recreations Commissions
4. Recreations Topics
  - A. Baseball Association Field Use
  - B. Soccer Association Field Use
  - C. Volleyball Court Rental Discussion
5. Discussion of Current Projects and Maintenance
  - A. Larter Field Issues: Shed & Trash
  - B. Tennis Court Maintenance: Court Cleaning
  - C. Larter Field Entrance Sign
  - D. Swallow Union Playground Subcommittee Charter 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 -- Derek Bernard, Brian Locapo, and Tiffany Naughton. Not present was: Jim Tully.
  - c. Also attending for part of the meeting was Mr. Chris Davey of Groton Dunstable Youth Soccer organization. Mr. Alan Chaney of the Conservation Commission.
2. The meeting came to order at 7:05 PM. Quorums were present for both Commissions. Meeting minutes from the previous committee meeting was

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reviewed and approved by votes of 3-0 for each committee. Minutes will be posted to the Town web site page.

3. Financial Status Discussion

- a. New Invoices and Bills. There was a discussion of an old bill from Dave's Septic for the portable bathrooms services for the town. The bill is from 2016 for the amount of \$68.71. The documentation provided from Dave's was unacceptable to the Town Treasurer. The Treasurer needs an "invoice" to properly pay the bill. Mr. Bernard offered to contact Dave's Septic to see if he would submit the correct paperwork for payment.
- b. Current Expenditures and FY18 Budget. There was discussion of the need to have a contract with the portable bathroom vendor to ensure the town is receiving proper services for what it paying for. This item will be discussed at the next meeting.

4. Recreations Topics

- a. Baseball Association Field Use. No one from the baseball organization attended the meeting.
- b. Soccer Association Field Use. Attending for the Groton Dunstable Youth Soccer (GDYS) organization was Mr. Chris Davey. The primary intent of the visit was to discuss field scheduling and the permit process. He stated they only intended to use one field at Larter Field this year for the spring session. There was also a discussion of the Over the Hill Soccer organization (OHS). This is an organization separate and distinct from the GD Youth Soccer. They are interested in scheduling 10 games. Since they are a separate organization they will need to submit a separate permit and insurance binder for field use. The Recreations Commissioners determined for this limited season for the OHS organization a fee of \$500 was appropriate. It was voted 3-0 to levy this fee upon the OHS if they desire to use Larter Field. The OHS organization will need to submit a permit and an insurance binder as required by all users of the facilities. There was further discussion of another soccer organization called NEFC which is a regional New England club. If they also desire to use our fields, they too must submit a permit. They are interested in practicing on Sunday afternoons. The committees ask to be kept aware of the specific schedules so other groups which may want to use the field will have opportunities. Mr. Davey indicated the NEFC will accomplish own field liming. There additional discussion on the need for the Town to access the

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storage shed to make necessary repairs to the doors. Mr. Davey indicated he would make a key available to the town.

- c. Volleyball Court Rental Discussion. Currently there is no fee schedule for groups to rent the volleyball court. There is a group interested in renting the court and they would like to use it twice a week for seven weeks from 4-8PM. The committees' discussed the issue and determined the appropriate amount would be \$500 for the season (7 weeks). Rental is contingent on the group presenting an insurance binder and obtaining a permit from the Recreations Committee. The Recreations committee voted 3-0 to set the fee as part of the permanent schedule of rental amounts for the Town.

5. Discussion of Current Projects and Maintenance

- a. Larter Field Issues: Shed & Trash. There have been no additional issues with unwelcome trash at the field.
- b. Tennis Court Maintenance: Court Cleaning. Mr. DeNyse presented the estimates he has received to clean the tennis courts. The court surface has not been cleaned in long time and the lack of general maintenance has contributed to the growth of algae on the court making it very slippery when wet. Mr. DeNyse recommended the best estimate was \$1975. The Recreations Committee voted 3-0 to approve the cost and move ahead with the project.
- c. Larter Field Entrance Sign. Mrs. Naughton has spoken to a sign company for a new replacement sign and installation. It is anticipated to review progress at the next meeting.
- d. Swallow Union Playground Subcommittee Charter Review. The next meeting for the subcommittee will be May 24, 2018 at 7PM. The committee is working to remove the old playground equipment, determine if any of the equipment is suitable for transfer to Larter Field and to restore the area to a natural state.

6. Other business. Mr. Alan Chaney presented potential Town Meeting Warrant article for a conservation restriction for land on Pleasant Street. This piece of land is known as the Fletcher homestead. The lot is designated as 12-83. The Commissioners took no position on the potential warrant item.

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7. The meeting was adjourned at 8:35 PM. The next meeting will be May 7, 2018 at 7 PM in the Town Hall.

Respectfully Submitted,

Philip J. DeNyse  
Parks Commissioner