



OFFICE OF THE PARKS COMMISSION
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PARKS COMMISSION MEETING MINUTES

Approved: **December 4, 2018**

Meeting Date: **November 28, 2018**

Scheduled Agenda Items:

1. Town Budget Inputs for Fiscal Year 2019.
2. Other Business, as needed.

Meeting Minutes.

1. This was a meeting of the Park Commissioners. Attending the meeting for the Parks Commission -- David Greenwood, Tiffany Naughton, and Philip DeNyse. The meeting came to order at 6:30 PM.
2. Town Budget Inputs for Fiscal Year 2019. The commissioners discussed budget priorities for the next fiscal year. The interim Town Administrator, Mr. Haddad has asked for a budget input to be provided by December 7, 2018. Mr. DeNyse presented a review of recent expenses from the past two years to provide a baseline to assess future needs. A significant area of discussion were the landscaping and mowing costs which are large part of the budget. Multiple difficulties were encountered this year with the current contractor. It is the assessment of the commissioners the current vendor is not providing the services Parks needs for the Town and a new contract needs to be established.
3. Other Business.
 - a. Landscaping and Irrigation Specification. The committee reviewed a draft specification from Mr. DeNyse which assembled inputs from the other commissioners. The specification will be part of the next landscaping contract. It will be more specific than the current contract and provide the Town greater assurance services will be provided on time and accomplished correctly. Mr. DeNyse will incorporate the additional discussion inputs into another draft for the next joint meeting.
 - b. Tennis Courts Refurbishment. The commissioners discussed different approaches for maintaining and refurbishing the Town's tennis courts. Efforts are underway to assess costs and evaluate funding approaches.

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4. The meeting was adjourned at 8:05 PM. The next joint meeting will be December 4, 2018 at 7 PM in the Town Hall.

Respectfully Submitted,

Philip J. DeNyse
Parks Commissioner