

Hazel Grove Planning Committee

MINUTES

JUNE 29, 2011

7:30 PM

FIRST FLOOR MEETING ROOM
TOWN HALL, GROTON MA

TYPE OF MEETING	Committee Meeting
ATTENDEES	Adam Burnett, Tim Svarczkopf, Linda McCrossan, Patti Modzelewski, Gineane Haberlin, Laura Menard, Meredith Scarlet, Jean Armstrong, Anna Elliot, Laurie Smigelski (Park Commission liaison)
NOTE TAKER	Jean Armstrong

Agenda topics

SWEARING IN

DISCUSSION	Mike Bouchard reviewed the open meeting laws and what was expected of the committee.
	The following committee members were sworn in: Adam Burnett, Tim Svarczkopf, Linda McCrossan, Patti Modzelewski, Gineane Haberlin, Laura Menard, Meredith Scarlet, Jean Armstrong

COMMITTEE STRUCTURE

DISCUSSION	The committee discussed expectations for the various roles in the committee, chair, vice chair and clerk and how the committee would operate as a team.	
	Logistics were discussed about sharing responsibilities among the committee members if the chair, vice chair or clerk were unable to fulfill the responsibilities for a meeting(s). It was agreed that given the short time frame of one year it was not necessary to have rotating chair, vice chair or clerk.	
	The committee talked about how it could work effectively as a team. Gineane suggested that Google Doc may be a good resource for the committee to use to centralize all information that was gathered. Google Doc is open to the public but needs to be reviewed with Mike Bouchard to make sure it is in compliance with open meeting laws.	
CONCLUSIONS / VOTES	Committee voted for the following people to fill these roles. Tim made the motion to vote on the nominations and Gineane seconded. All were in favor, none opposed, no discussion. Chair: Tim Svarczkopf, Vice Chair: Gineane Haberlin, Clerk: Jean Armstrong	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Follow up with Mike Bouchard on whether we can use Google Doc to keep all information centrally located and easily available to everyone and the public.	Tim Svarczkopf	July 20th

MISSION STATEMENT

DISCUSSION	Laurie distributed and read a letter that was written by Don Black to Tim describing what the Park Commission would like this committee to focus on over the next year.
	The committee compared this letter to the charter discussed in the April 9 th walk. Tim read that charter out loud to the group, as reported in the website – TheGrotonLine, “Undertake a study for the betterment, the improvement, the maintenance and bringing forth longevity to the Hazel Grove property.”
CONCLUSIONS / VOTE	<p>The committee felt that the third paragraph in the letter was very specific and may limit our scope to what was explicitly stated in the letter.</p> <p>Initial vote was made to request that the Park Commission consider using the April 9th charter statement rather than the letter since it had a broader scope. Meredith made the motion to vote to request the Park Commission to go back to the charter stated on April 9th. Jean seconded it. 7 committee members voted yes, 1 committee member voted no. (At this time Anna Elliott was not in the meeting which is why there were only 8 votes.) Committee discussed concerns from the no vote.</p> <p>Second vote was made to include the charter statement from into the language in the second paragraph of the letter. Meredith made the motion to request that Laurie ask the Park Commission to consider updating the committee’s charter to the following language.</p> <p>“The primary goal for your Committee is that by June 30, 2012, you will have submitted a 1, 3 and 5 year plan to undertake a study for the betterment, the improvement, the maintenance and bringing forth longevity to the Hazel Grove Park, taking into consideration not only the historic use of the Park but also</p>

	the current needs of the Town and the future vision of Groton and where the Park fits into that vision.”	
	Jean seconded; all voted yes, none opposed no discussion.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Present amended charter to Park Commission for their review and approval.	Laurie Smigelski	Next Park Commission Meeting

NEXT STEPS

DISCUSSION	The committee spent some time discussing current use and gathering information to help us in the planning and decision making process. It was agreed that the following information would be beneficial to the committee: Regulations, written policy if any on the site and its use, historical information, maps, current user groups.	
Other discussion points were:		
<ol style="list-style-type: none"> 1. The Groton Pony Club has gathered information from various sources and posted on a sign in the park. The committee felt this information would be useful for everyone to see. It included interviews with members of the Riding and Driving Club, tips on safety around horses, and a map of the park showing how the land was currently used. 2. There was agreement in the group that it would be helpful to understand how all the recreational sports club work with the town and their own users to maintain the town property used for sports. 3. Tim read about the historical use of the fairgrounds from the book, "Groton at 350" page 138. 4. Much of the use of town fields is informal and not much is written down. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Gather information that the Park Commission has on maintenance of park properties including process for renewing lease for the Riding and Driving Club.	Laurie Smigelski	July 20 th
Conduct natural inventory to gather information on the forest and wetlands.	Adam Burnett	July 20 th
Contact Recreational Leagues to gather information on how they use the town fields.	Patti Modzelewski	July 20 th
Inspect buildings to understand current state of the structures	Tim Svarczkopf	July 20 th
Contact Barbara and Michelle about maps / boundaries of the property	Adam Burnett	July 20 th
Provide historical information for the committee on the Hazel Grove Park	John Ott	July 20 th
Gather any legal documents pertaining to the site	Adam Burnett	July 20 th
Site Walk planned for Saturday July 18 th at 8:00. Site walk will be posted.	Tim Svarczkopf	July 14 th
Provide the committee with copies of the material from the Groton Pony Club	Laura Menard	July 20 th
Organize people to talk during the site walk about the Hazel Grove Park and current use	Gineane Haberlin	July 18 th
Contact George Moore and request that he provide the committee with an update on the work being done to list the site in the Historical Register	Meredith Scarlet	July 13 th

AGENDA FOR NEXT MEETING

DISCUSSION	Discussed dates and agenda for the next meeting.
CONCLUSIONS	Next committee meeting is on Wed July 20 th at 7:30 pm.
Agreed to meet twice a month for the near term – first and third Wed of the month.	
Agenda for the next meeting: Review and approve meeting minutes Discussion of site walk Google Doc Update Action Items Updates from Next Steps previous section Timelines	

Update on Historical Registration for Hazel Grove Park

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Post next meeting and book a room.	Tim Svarczkopf	July 14th

MEETING ADJOURNED

VOTE	Tim moved to adjourn the meeting, seconded by Meredith. All in favor, none opposed, no discussion.
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