

APPROVED COPY

Parks Commission Meeting Minutes

February 8, 2012 at Legion Hall

ATTENDEES: Don Black, Jeff Ohringer, Laurie Smigelski, Jon Strauss

ABSENT: Dave Howes

GUESTS: Don Billingsley, Gineane Haberlin, Lyle Hamerla, Ryan Hamerla, Bob Johnson, Rick Mason, Laura Menard, and Ginny Scharff

MEETING OPENED: Mr. Black opened the meeting at 7:00pm.

READING OF THE MINUTES: Minutes for the January 11th meeting were read. They were unanimously approved.

BILLS SIGNED:

- Waste Management \$ 52.36
- GELD – Cow Pond – FB Field \$ 6.75
- GELD – Cow Pond – BB Field \$ 9.52
- GELD – Cow Pond Ball Fld Pkg Lot \$ 12.00
- GELD – Cow Pond Brook Soccer \$ 7.31
- GELD – Stonebridge Fields \$ 6.75
- GELD – Cutler Field \$ 6.75
- GELD – Wheeler Park \$ 6.75
- GELD – Basketball Court(park) \$ 7.03
- GELD – 5 Commons - Flagpoles \$ 32.50
- GELD – Sawyer Common \$ 6.50
- GELD – Chicopee Row at Sawtell \$ 6.75

In regards to whether the GELD bills could be combined on one bill, the answer is they cannot be combined. GELD was willing to make a master list of the bills for signature, however, when checking with the Accountant's office that would not be acceptable. All bills need a signature in case they are audited.

CORRESPONDENCE:

- The Riding and Driving Club sent a letter identifying who are acceptable contacts for their club. Rick Mason, President, and Don Billingsley, Vice-President, are the only spokesmen for the club. Letter is attached to minutes.

FIELD USE REQUESTS:

- Groton Pony Club – Lisa Doyle requested a permit for 3 more dates. The commissioners unanimously approved them.
- Soccer Club – requested April 1st to June 21st, Sundays through Saturdays from 8am-8pm for Cow Pond fields 1 and 2 and practice fields. Chris Davey is the contact. The commissioners unanimously approved this request with the stipulation that the club needs to provide an insurance certificate also.

REPORTS:

- Eagle Scout project: Bob Johnson and Ryan Hamerla
 - Ryan is a member of the West Groton Boy Scouts and is a junior at GDRHS. He gave a presentation showing how he would like to create a memorial in honor of Sgt. William Woitowicz at Stonebridge Field. He is thinking of a plaque in his memory and a couple of benches. Mr. Black suggested that Ryan scope out the area on a Saturday or Sunday when the field is in use so that he can see how people park and what the traffic patterns are like. There was much discussion and advice given to Ryan about the location and how to go about deciding on a final version of the project. Ryan will come to the March meeting with an update on his project.
- Driving and Riding Club:
 - Mr. Black had forwarded a letter and photos from Fran Stanley to Don Billingsley. Ms. Smigelski had replied to Ms. Stanley to let her know that the Commissioners were working on all of the issues and that much of what Ms. Stanley thought was “trash” was not trash at all.
 - Mr. Black suggested to Mr. Billingsley and Mr. Mason that they should have input on the Hazel Grove Committee meetings.
 - Mr. Strauss noted that the Parks Commission has a commitment to keep the racetrack functional.
- Pony Club:
 - Ms. Menard reported that the Pony Club is very happy with everything and has no complaints.
 - She also reported that they plan on doing more publicity for their shows this year to encourage townspeople to come. Their first event is in April.
 - Mr. Strauss wanted to know what their expenses were last year. Ms. Menard said it was around \$3600-\$4000 for materials and many volunteer hours to do the work. Mr. Black estimated that the amount could have been around \$16,000

if they had had to pay for the work too. This year the Pony Club is planning on doing mostly maintenance work.

- Ms. Menard requested that if the DPW was doing any chipping down at Hazel Grove then they would like the chips if possible. They also would like the large pine tree that has been down for years in order to make natural jumps.
- Spring Bid Process:
 - There was much discussion about what the bid process should be. Ideas were discussed such as use local vendors whenever possible, don't have one vendor do everything, use vendors for specific expertise, and put in the purchase order a requirement that the vendor is to notify the commissioners of any work that needs to be done beyond the scope of the purchase order (i.e. if something broke and needed to be fixed). The last one will prevent unexpected invoices coming before the commissioners for payment.
 - Bids need to be done for fertilization, landscaping, stump grinding, stonedust for Riding and Driving club, and porta-potties. Irrigation does not need bidding this year because it is under warranty.
 - Any recommendations for vendors are to be given to Mr. Black.
 - Mr. Black asked Ms. Babcock to find out what constitutes an adequate bid process for phone bids on less than \$10,000.

ADJOURN/NEXT MEETING: Mr. Black adjourned the meeting at 9:13pm. The next meeting will be held at the Legion Hall on Wednesday, March 14th at 7:00pm.

Respectively Submitted,

Becky Babcock

Administrative Assistant

Parks Commission



GROTON RIDING AND DRIVING CLUB

P. O. Box 1011

GROTON, MA 01450

February 7, 2012

Groton Parks Commission

173 Main Street

Groton, MA 01450

Dear Commissioners,

This letter is to inform you of a very important issue. The Groton Riding and Driving Club has only two members that are authorized to speak for the Club.

Those members are Rick Mason, President and Don Billingsley, Vice President as elected by our membership. Any other members or persons are acting as individuals and not recognized by the Club as a spokesperson.

Please excuse any confusion there has been in the past and except our apology for any problems these persons may or may not have caused.

The Groton Riding and Driving Club looks forward to working with The Parks Commission toward the common goal of preserving the use and history of The Groton Fairgrounds/Hazel Grove Park.

Respectfully,

A handwritten signature in dark ink, appearing to read "Rick Mason". The signature is written in a cursive, somewhat stylized script.

Rick Mason

President

RM/vs