

# APPROVED COPY

## Parks Commission Meeting Minutes

June 13, 2012 at Legion Hall

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

GUESTS: Don Billingsley, Susan Bullock, David Fitzpatrick, Tom Fitzpatrick, Gineane Haberlin, Bob Johnson, K. William Krikorian, Nancy Krikorian, Patti Modzelenski, John Smigelski

MEETING OPENED: Mr. Black opened the meeting at 7:00pm. Steve Hall was welcomed as the newest commissioner.

READING OF THE MINUTES: Minutes for the May 9th meeting were read. They were unanimously approved.

### BILLS SIGNED:

- GELD – Cow Pond – FB Field \$ 6.75
- GELD – Cow Pond – FB Stand \$ 59.43
- GELD – Cow Pond – BB Field \$ 64.83
- GELD – Cow Pond Ball Fld Pkg Lot \$ 12.00
- GELD – Cow Pond Brook Soccer \$ 105.17
- GELD – Stonebridge Fields \$ 7.72
- GELD – Cutler Field \$ 30.18
- GELD – Wheeler Park \$ 6.75
- GELD – Basketball Court(park) \$ 11.74
- GELD – 5 Commons - Flagpoles \$ 32.50
- GELD – Sawyer Common \$ 6.50
- GELD – Chicopee Row at Sawtell \$ 6.75
- GELD – 166 Jenkins Road \$ 100.00
- New England Specialty Soils \$ 314.00
- Waste Management \$ 45.14
- United Site Services (was A-1) \$ 544.00
- Memorial Day Expenses(flowers) \$ 194.40
- Memorial Day Expenses(ribbons) \$ 265.63
- Montachusett Lawn Sprinkler \$ 370.68
- Montachusett Lawn Sprinkler – This bill for a new pump at Cutler Field is to be paid through the DPW per Tom Delaney.

## CORRESPONDENCE

- Letter was sent from United Site Services informing us that they acquired A-1 Portable Toilets. as of May 11, 2012.
- From Acting Town Accountant Patricia Dufresne, we received a notice regarding Prior Year Articles and Encumbrances.
- A list of payroll and expenditure warrant dates for FY13 was received from the Town Accountant's office.
- From the Treasurer's Office, we received a reminder notice for end-of-the-year payroll submissions.
- From the Town Clerk's Office, we received (as an abutter) a notice of a Public Hearing regarding a special permit application from Sprint for their cell tower at Cow Pond.
- Notification from the Selectmen's office regarding their reorganization of officers.

## FIELD USE REQUESTS:

- Groton Senior Rec Soccer for Cow Pond practice field from June 19<sup>th</sup> through September 2012. Sundays from 8am-10am and Wednesdays from 6pm-8pm.
- Groton Public Library for Gazebo at Town Field on August 23<sup>rd</sup> from 6pm-8:30pm.
- Both requests were unanimously approved.

## REPORTS:

- David Fitzpatrick updated the Commission on his Eagle Scout project. His plan is to put a 4' high marker stone in the northeast corner of Sawyer Common. The names being memorialized will be on stones, 23" x 10 1/2 ", anchored in cement. Two flowering bushes will flank the marker stone. He has contacted the Gold Star organization to see if there is an official Gold Star plaque for the marker stone. If not, he has a quote of \$150 to get one. Mr. Fitzpatrick believes the cost of the project will be \$985. The plan is to have the project completed by Veteran's Day.
- Gineane Haberlin reported that the Hazel Grove report will be given on Wednesday, June 27<sup>th</sup> at the next Parks meeting.
- Mr. Black informed the commissioners that, for the Fourth of July, a new fence will be put up per the fire marshall.

- Hazel Grove hearing: There was much discussion regarding a miscommunication issue between members of the Riding and Driving Club and the Pony Club. The conclusion was that it was a miscommunication issue and it should not happen again.
- Mr. Strauss reported on his meetings regarding budgets with Valerie Jenkins, Town Account; Mark Haddad, Town Manager; and Tom Delaney, DPW Manager.
  - We can put a warrant in to amend the FY13 budget at the Fall Town Meeting.
  - Use Groups have been spending around \$75,000 per year. Mr. Strauss put forth that most of this money should be paid out of the Parks budget.
  - We don't currently have any way to provide money for unexpected expenses.
  - Mr. Strauss asked the commissioners to come up with a wish list of projects and bring them to a future meeting in order to come up with a projected capital budget.
  - We need to have a meeting in July strictly to address budget issues only.
  - Budget requirements should equal being able to provide safe fields/areas for the public to play on.
  - A decision is needed on how to provide a solution to the weed problem on baseball fields, especially Cutler Field. A suggestion was made to call other towns to see what they do. Mr. Strauss will call Westford. Mr. and Ms. Smigelski will check with Littleton.

OLD BUSINESS:

- Mr. Black informed everyone that the Field of Dreams scoreboard would be installed in the next week.

NEW BUSINESS:

- Election of Officers –
  - Mr. Black made a motion to hold an election of officers for the Park Commission. Mr. Ohringer seconded the motion. The vote was unanimous to hold the election.
  - Mr. Strauss made a motion that new officers begin on July 1<sup>st</sup> of each year. Mr. Ohringer seconded the motion. The motion passed unanimously.
  - Mr. Strauss made a motion that Mr. Black be nominated for Chair. It was seconded by Ms. Smigelski. There were no other nominations. The vote for Mr. Black was 4 Yes and one abstention.

- Mr. Ohringer made a motion that Mr. Strauss be nominated for Vice-Chair. It was seconded by Ms. Smigelski. There were no other nominations. The vote for Mr. Strauss was 4 Yes and one abstention.
- Mr. Strauss made a motion to close the election. Mr. Ohringer seconded the motion. The motion was unanimously passed.
- Ms. Babcock reported that a Google calendar has been put in place that could be posted on the town website. She asked for a decision as to whether it would be available for the public or just the commissioners. It was unanimous that the calendar should be available to the public.
- A letter of thanks was signed for Dave Howes' tenure on the Commission.
- The next Parks meeting on June 27<sup>th</sup> will include setting the summer meeting schedule, end of the year budget items, the Hazel Grove report, and an update on the Fourth of July fireworks.

ADJOURN/NEXT MEETING: Mr. Black adjourned the meeting at 10:02pm. The next meeting will be held at the Legion Hall on Wednesday, June 27th at 7:00pm.

Respectively Submitted,

Becky Babcock

Administrative Assistant

Parks Commission