

APPROVED COPY

Parks Commission Meeting Minutes

March 19, 2013 at Legion Hall

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

ABSENT: Steve Hall

GUESTS: Rob Flynn, Bob France, Jim Gmeiner, Phil Jordan, Rick Mason, T. J. Rivet, Meredith Scarlet, John Smigelski, Tim Svarczkopf, Michelle Walsh

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

READING OF THE MINUTES: Mr. Strauss moved to waive the reading of the minutes. Mr. Ohringer seconded. The vote was unanimous.

BILLS SIGNED:

- GELD – Cow Pond – FB Field \$ 5.85
- GELD – Cow Pond – FB Stand \$ 5.85
- GELD – Cow Pond – BB Field \$ 8.49
- GELD – Cow Pond Ball Fld Pkg Lot \$ 12.00
- GELD – Cow Pond Brook Soccer \$ 7.25
- GELD – Woitowicz Fields \$ 5.85
- GELD – Cutler Field \$ 5.85
- GELD – Wheeler Park \$ 5.85
- GELD – Basketball Court(park) \$ 5.85
- GELD – 5 Commons - Flagpoles \$ 32.50
- GELD – Sawyer Common \$ 6.50
- GELD – Chicopee Row at Sawtell \$ 5.85
- Waste Management \$ 46.37
- United Site Service (Mar-Apr) \$ 68.00

CORRESPONDENCE: Ms. Babcock had not arrived at this point in the meeting. Correspondence was not revisited after Ms. Babcock arrived.

FIELD USE REQUESTS: Field Use requests will be addressed at the next meeting.

REPORTS:

- Hunter Brining Eagle Scout ceremony – Mr. Black attended and presented Mr. Brining with a letter from the Parks Commission.
- The annual field site walk will be on Saturday, March 30th weather permitting starting at Cow Pond Fields at 9:00am.
- Ledge Rock Project
 - Conservation Commission withdrew their request for \$150,000 from Conservation Preservation Committee (CPC) application.
 - Unanimous vote by CPC to send request for money for Ledge Rock project to Town Meeting. A 2/3 vote is needed at Town Meeting (first night is Monday, April 22nd).
 - A suggestion was made to ask the Dunstable CPC if they could help with the project.
 - Question as to whether the Finance Committee will support this project. Mr. Flynn suggested that we educate the Finance Committee about the project.
 - Mr. Strauss said that the PARC grant needs to be in by July. It is very labor intensive and a team is needed to tackle the writing and info gathering for the grant. Lots of documentation is needed. Results would be known in November if the grant application makes it by July.
 - Suggested avenues to clean up gaps in town support are letters to the newspaper editors, get on Around Town, and mailers. The CPC application is on the home page of the Parks page on the town website.
 - Mr. Strauss will give a presentation of the project at the Town Meeting when the warrant article is brought forth. If it is not passed, Mr. Strauss will go back next year and try again.
- Baseball – T. J. Rivet reported that parents of the travel teams are asking for a signage program for the outfield fences @ Cow Pond Field baseball field.
 - The Parks Commission has no problem if the league has a signage program as long as it is during the season only. All signs must come down at the end of a season.
 - The signs must be kept on the fences.
 - Sign size should be standardized and should avoid very large signs so that space is available for all who wish and are approved to advertise.

- Mr. Black advised using banners only for special events and not for the season as they do not wear well.
 - Mr. Flynn asked if they would not allow certain companies to advertise that have inappropriate products for children, i.e. liquor, cigarettes, etc.
 - Mr. Black asked for a consensus to allow signs at the baseball field for temporary purposes (season only). Mr. Ohringer requested that if approved, the Commission could readdress the issue if complaints started coming in. Ms. Smigelski made a point that if approved, the signs are to come down when the season is over. The consensus was unanimous approving Mr. Ohringer and Ms. Smigelski's concerns.
 - Mr. Ohringer asked what baseball's plans were for Cutler Field. Mr. Rivet said they will use Cutler Field for practices only. Cow Pond Field will be used for games.
- Tim Svarcscopf
 - Mr. Svarcscopf informed the Commission that he is representing For Climate Action Collaborative. They would like to use the Minuteman Common, all of Town Field, and Legion Field on Saturday, May 11th from 8am to 5pm. No electricity is needed. They have spoken to and received support for their event from the Police Department, Town Manager, and Michelle Collette the Land Use Department Head. Mr. Black asked him to fill out Field Use permits for each of the three locations.
 - The Hazel Grove Agricultural Association (HGAA) is requesting approval to build a Welcome kiosk at Hazel Grove Park. Mr. Svarcscopf presented drawings of the kiosk and said that they plan to have Ben Huber, an Eagle Scout candidate, coordinate the project under Peter Benedict if Parks approves the project. The kiosk will inform users of Hazel Grove Park of the rules and regulations, how to use the park, calendar of events, and any other pertinent info needed. Mr. Huber would be fundraising in the spring and building the kiosk this summer planning on finishing it before August 17th in time for a major event at the park. Mr. Black moved to accept the project, Mr. Strauss seconded, and the vote to accept the project was unanimous.
 - HGAA is working with Dan Barton on a master plan for use at Hazel Grove Park. Mr. Barton suggested that electricity be installed for the kiosk and is working on a color scheme and logo for the park.
 - HGAA will also be going before the Historical District Commission to submit an application to have Hazel Grove Park be included on the National Registry of Historic Places.

OLD BUSINESS:

- Parks/Commons Spring Bid requirements
 - Mr. Black is requesting that a monthly upkeep of weeding, mulching, etc. from May 1st to October 1st be added to the bid requirements.
 - Mr. Ohringer asked Montachusett to submit monthly quotes for a maintenance plan for the irrigation systems. Mr. Strauss has issues with their performance relating to Cutler Field. Mr. Ohringer has concerns with Kurt Dawson.
 - Mr. Flynn wanted to know if Groton contractors have consideration for these bids. He was informed that they do and we only go outside of Groton for price and performance.
 - Mr. Ohringer brought up the request for a Volleyball court. Mr. Black told him to have the person who requested it put in a field use permit request. He also suggested that the volleyball court be set up at Town Field.

NEW BUSINESS:

- On March 16th, there was an incident at the Hazel Grove Park between two members of the Riding and Driving Club. The police were called and a report was issued. The police did not charge anyone. There was much discussion as to how to handle the situation since one of the members involved was on probation for a verbal incident last summer. This time the incident was physical. It was decided by unanimous vote by the Parks Commission that K. William Krikorian who was already on probation would be evicted from Hazel Grove Park for 90 days and then will be able to request admission again and that Rick Mason would be placed on probation for one year. Mr. Black will call Mark Haddad, Town Manager and inform him of the situation.
- Appoint Mr. Black on a yearly basis to co-ordinate the Fireworks and Veterans Day events. The commission will discuss this later to see if they want to do this.
- Ms. Babcock notified the Commission that her manager in the Assessors' Office wants no Parks Commission work to be done during Assessors' hours. This negates the terms of agreement that were made when she was first hired. If she cannot continue working as she has, she will be resigning her post of Administrative Assistant. Mr. Black will speak to her manager to see what could be worked out.

ADJOURN/NEXT MEETING: Mr. Black adjourned the meeting at 10:20pm. The next meeting will be held at the Legion Hall on Wednesday, April 10th at 7:00pm.

Respectively Submitted,

Becky Babcock, Administrative Assistant, Parks Commission