

## Town of Groton

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## Park Commissioners

Gineane Haberlin, Chair  
Kenneth Bushnell  
Robert Flynn  
Jonathan Strauss

### Meeting Minutes

Date: January 9, 2014  
Time: 7 p.m.  
Location: Legion Hall, First Floor Meeting Room, 75 Hollis Street, Groton  
Commission attendees: Gineane Haberlin, Jonathan Strauss, Kenneth Bushnell, Robert Flynn  
Handouts: Agenda, December 18, 2013 draft minutes, Field Use Permit draft

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Gineane Haberlin called the meeting to order at 7:05 pm. There are no pending field use permits. Commissioners reviewed a two utility bills for various Park properties.

### Field Use Permit

Gineane Haberlin introduced draft of Field Use Permit form that makes several changes from last year. Reference is made to certificate of insurance requirement (where applicable). Explicit prohibition of sub leasing stated. Regular reporting of field use conditions expected of use groups.

*Jonathan Strauss moved to implement the field use permit form as presented today with changes to be made to item D. as discussed. Robert Flynn seconded. Motion carried 4:0.*

Commissioners reviewed December minutes.

*Robert Flynn moved to approve the December 18, 2013 draft minutes. Gineane Haberlin seconded. Motion carried 4:0.*

### Gift Acknowledgement

Gineane Haberlin asked the Commissioners to issue an acknowledgment of Amazon Contractor LLC's gift for use with his business taxes. Commissioners reviewed the December 23, 2013 invoice for \$5,000 related to Hazel Grove work. She said that Lance Wright's business Amazon Contractor LLC had contributed labor and use of equipment to the Hazel Grove site well in excess of \$5,000. The invoice for \$5,000 listed the following description of work performed:

"Remove all old paddocks at Hazel Grove and install 6 new paddocks. Clean-up all manure from behind barns and haul away. Mow and trim infield of track and parking area. Tear down and replace front wall and back wall of red barn. Repair all 7 stalls in red barn for future use."

Commissioners expressed appreciation of the donated labor and help, directing Fran Stanley to issue the appropriate acknowledgement on behalf of the Park Commission.

### **Preparing Sports Field Request for Estimates**

The bulk of the group's time was spent considering the scope of work for sports field fertilization and irrigation discussed. The more comprehensive the contract awarded to a single contractor, the less likely there is to be errors due to miscommunication, unclear delineation of responsibilities, etcetera. Many questions and comments were directed to Kenneth Bushnell including:

1. no commons to be included.
2. no aeration to be included because the Town now owns an aerator (kept at Pool and Golf Center).
3. pH of fields to be taken (pH equals potential hydrogen and is used to measure the soil's acid/alkaline balance).
4. monthly reported evaluations by contractor sought.
5. possible liming of fields.
6. 4 applications sought for sports field fertilization.
7. irrigation to be on a separate scope of work.
8. if irrigation is done across all sports fields, then include winterization.
9. pre-emergent weed control may not be needed for Cutler.
10. ask DPW for price for one application of broadcast fertilizer across all commons. In the past, about \$3,900 was spent for commons and freshening up the shrub beds. Fran Stanley will ask DPW about project and the costs.
11. call out specifics of what the Park Commission wants done by start-up.

Scope of work can be finalized at the February meeting and then contractors can be asked to submit estimates with contracts awarded at the Commissioners' March meeting.

Robert Flynn recalled that the shed behind Town Field holds a playground talking tube, trash barrels, one basketball backboard and the wooden stage used for Grotonfest. The playground report will be shared with the O'Brien and Sons. O'Brien and Sons is the sole Massachusetts distributor/representative for the Landscape Structures brand of playground equipment that is installed at the Christine Hanson Memorial Playground. O'Brien will work up a list of equipment costs and installation costs. Warranty coverage will be explored. Commissioners want the Christine Hanson playground fully repaired before warm weather arrives in Groton to avoid any safety issues with worn equipment.

Jonathan Strauss observed that the flag at the new fire station build site looks tattered. Commissioners directed Fran Stanley to check with Don Black about collecting any new flags that can be used to replace worn flags.

Flag pole work to be spearheaded by Robert Flynn.

### **Ledge Rock**

Jonathan Strauss is preparing the Park Commission's CPC application for \$41,000 to be spent on engineering and permitting for Ledge Rock. The CPC submission deadline is Monday, January 13, 2014. There is one change from prior discussions with the civil engineers. Civil Engineer Stan Dillis now recommends that the Park Commission take core samples at the site. Core samples will help the engineers produce accurate cost estimates for subsurface site preparation, i.e., sand is easier to move than ledge rock.

Could Ledge Rock site preparation as performed by normal construction practices impact the MIT observatory or Lincoln Laboratory facilities? It is possible that the scientific organizations might pay to have site work done in a manner that is least disruptive to its nearby facilities. Commissioners agreed that this is a question for the Town Manager and directed Fran Stanley to follow up.

### **Future meeting**

Next regularly scheduled Park Commission meeting will be Wednesday, February 12, 2014 at 7 pm.

*Jonathan Strauss moved to adjourn the meeting at 8:20 pm. Robert Flynn seconded and motion carried 4:0.*

Notes by Fran Stanley.