

Town of Groton

173 Main Street
Groton, MA 01450
Tel: 978-732-1893
Fax: 978-448-1115

fstanley@townofgroton.org



Park Commissioners

Gineane Haberlin, Chair
Kenneth Bushnell
Robert Flynn
Matthew Frary

Meeting Minutes

Date: August 10, 2015
Time: 7 p.m.
Location: Legion Hall, 1st Floor Meeting Room, 75 Hollis Street, Groton
Commission attendees: Gineane Haberlin, Robert Flynn, Matthew Frary
Visitor: Chris Davies (youth soccer)
Handouts: Agenda, July 13, 2015 draft minutes

Gineane Haberlin called the meeting to order at 7:04 pm.

Pending invoices were circulated for commissioners' review and approval. Gineane Haberlin reported that the subdrive well part that failed at Cow Pond was no longer under warranty. Skillings and Sons invoice was approved for payment by commissioners. On advice of Robert Flynn, the Park Commission agreed that it will seek out a different well contractor for the next Park Commission repair job in hopes of finding both more competitive rates and better vendor communication.

Fran Stanley directed to remove one of the two portable restrooms at Woitowicz Field, confirm that there is a single portable restroom at Cutler Field and ensure that the Cow Pond football area handicap portable restroom is ADA compliant. Accessibility consultant measured the width of the doors or the entire handicap unit on his Cow Pond tour and found that the indicated restroom is smaller than the other handicap unit positioned near the youth soccer end of the field.

Field Use Permit

The youth soccer field use permit request was approved. A new certificate of insurance that covers youth soccer after end of August will be sent to the Park Commission when it is obtained by the soccer organizers.

Gineane Haberlin moved to approve the youth soccer field use permit request for use of Cow Pond as written. Matthew Frary seconded and motion carried 3:0 (Kenneth Bushnell absent).

Gineane Haberlin moved to approve the Lawrence Academy soccer field use permit request for use of Town Field as written. Matthew Frary seconded and motion carried 3:0 (Kenneth Bushnell absent).

Board Vacancy, Number of Seats, and Charter Review Committee

Gineane Haberlin reports that she has spoken with five residents who have expressed interest, but none have submitted a volunteer interest form to the Town. Commissioners discussed possibility of reducing Park Commission seats from 5 to 3 with 3 year terms staggered to minimize percentage turnover in any given year. High turnover can lead to disruptions due to loss of institutional memory. Robert Flynn requested the agenda item and Gineane Haberlin agreed that such a change had merit. Matthew Frary stated his opinion that ideally the Commission would have 5 seats to increase diversity of opinions/input, but he acknowledged that the board has had a history of occasional missed quorums and unfilled vacancies.

Gineane Haberlin moved to have the Park Commission send a letter to the Charter Review Committee recommending, based the history of this board, that the Town Charter drop the Park Commission seats from five to three and ensure that election years are staggered. Robert Flynn seconded and motion carried 3:0 (Kenneth Bushnell absent).

Meeting minutes

Matthew Frary moved to approve meeting minutes for July 13, 2015 as written. Gineane Haberlin seconded and motion carried 3:0 (Kenneth Bushnell absent).

Project list

- Gineane Haberlin is working on the Cutler playground planning.
- Matthew Frary is working on the two basketball courts project. Project revised to fill and raise the Town Field court level which will improve drainage, accessibility and visuals (by moving southeast retaining wall to a less noticeable southwest side).
- For baseline accessibility, ADA contractor recommended adding asphalt apron leading up to handicap portable restroom at Christine Hanson playground.
- Robert Flynn reported that Robert Pine, a civil engineer and landscape architect, is willing to look at the Cow Pond parking area to advise on recommended improvements.
- Robert Flynn will deliver the playground log roll repair parts to Kenneth Bushnell. The Christine Hanson playground log roll itself is stored in the Town Shed.
- One Town Shed garage door repair estimate has been received from Lowell Overhead.
- Accessibility contractor approved the idea of a fencing bump out around the portable restrooms at Cow Pond. Quotes for this work are needed.
- Department of Public Work employees pulled the stumps remaining from prior tree removals at Minuteman Common. The commons area looks neat and well-maintained. Commissioners appreciated the work, realizing that it represented a helpful boon for the Park Commission.
- Kenneth Bushnell repaired the bouncy seahorse at Christine Hanson playground.
- Reports received of line of cars parking on Cow Pond field which is not allowed. This practice damages the grass and risks damage to irrigation system. Fran Stanley directed to email Cow Pond users to request assistance with this issue. Commissioners observed that use groups may drive on fields for limited purpose of moving heavy or bulky equipment to fields.
- Follow up report on cars driving on Town Field. T.J. Rivet secured the main Lawrence Field gateway with a lock and chain. DPW director Tom Delaney reports that there is a gap in the rock wall that is being used by cars to access the field. Tom Delaney plans to block that access point at the same time that his crews are working on the Town Field basketball court.
- Additional tree work needed at Christine Hanson playground where evergreens are growing into the bench and play area along the eastern side. Robert Flynn reminded group that pruning should try to retain privacy for the residence on the other side of the tree line.
- Additional tree work identified behind Town Field large baseball diamond in a maple tree adjacent to Playground Road. That tree has several dead limbs in the middle of the tree's canopy.
- Flag notices received by Park Commission from the Governor will now be publicized on the Town of Groton website.
- Regarding the Park Commission's initiative to ban smoking at Commission properties, such public health initiatives are generally in the Board of Health's purview. Gineane Haberlin will speak to the Board of Health about it and the boards may have a joint meeting or otherwise coordinate on this matter.

Next meeting: Monday, September 21, 2015 at 7 pm.

Gineane Haberlin moved to adjourn the meeting at 8:15 pm. Matthew Frary seconded and motion carried 3:0 (Kenneth Bushnell absent).

Notes by Fran Stanley.