

## Town of Groton

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## Park Commissioners

Evan Boucher, Chair  
Timothy Siok, Vice Chair  
Kenneth Bushnell  
Robert Flynn  
James Gaffney

### Meeting Minutes

Date: December 6, 2016  
Time: 7 p.m.  
Location: Legion Hall, 75 Hollis St., Groton, MA  
Commissioners present: Robert Flynn (arrived late), Kenneth Bushnell, Evan Boucher, James Gaffney, and Timothy Siok (remote participation for portion of the meeting)  
Also in attendance: Laurie Smigelski (HGAA), Bob Pine, Bob Anderson (Indian Hill Music Center), Alberta Erickson (Groton Women's Club), John Kelly (GD Youth Baseball)  
Handouts: Agenda, draft minutes from October 4, 2016 and November 1, 2016

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Evan Boucher called the meeting to order at 7:03 pm with James Gaffney, Kenneth Bushnell and Evan Boucher in attendance. Pending invoices were reviewed and approved. There are no pending field use permits to review.

### **Discuss payment of disposal costs related to demolition of the Hazel Grove Exhibition Hall. Votes may be taken.**

Laurie Smigelski, representing the Hazel Grove Agricultural Association (HGAA), addressed the Park Commission on progress made researching demolition costs. So far, a demolition permit has not been applied for but the administrative process that alerted Town staff and committees of the prospective application has not identified any snags. The Historical Commission will not delay the demolition permit. She has reached out to Uwe Tobies of Tobies Restoration, a local timber frame restoration company, to see if he can salvage beams from the Exhibition Hall before demolition for re-use on other Town buildings.

As for disposal costs, she has received one conservative estimate from Brian Lagasse to remove and transport the debris for disposal. He estimates 400 yards of debris. For his company with his equipment, this size job represents 20 loads at 20 yards a trip, and he would charge \$140 a load. The dump fee will be \$95/ton at 5 to 7 tons per load. So, with trucking the costs could exceed \$13,000.

With 100 yard loads, there may be 4 to 5 trips which can considerably lower the transport costs even if the disposal cost (dump fee) is the same rate. Evan Boucher said that there is a Town rate for dumping at Devens that might lower than \$95 a ton which he will investigate.

The Park Commission needs 3 written quotes responding to a written request for the work since the total will be \$10,000 or greater. Laurie Smigelski has a couple of other names of area demolition companies to ask -- Consolidated Demo and Derenzo (JDC Demolition?).

There will also need to be a separate contractor to examine the structure to look for hazmat issues. She has heard of a business called Envirosafe engineering that could do this work.

Commissioners discussed that they have discretionary funds through a couple of their capital improvement warrant article monies that could help pay for these disposal costs. Fortunately, HGAA still has a contact who has volunteered to demolish the structure for free which greatly reduces the money needed to remove this unsafe building.

Robert Flynn joined the meeting.

### **Discuss recent electric wiring and tree decoration work performed on Prescott Common. Votes may be taken.**

The Groton Women's Club, led by Alberta Erickson and Audrey Bryce, have traditionally decorated Minuteman Common with holiday decorations. Each year, the front fence rail in Minuteman Common is wrapped in green garlands. This year Audrey Bryce and Alberta Erickson worked with the Town Manager, Board of Selectmen and the

Groton Electric Light Department (GELD) to get Prescott Common decorated. Alberta said that she forgot to notify the Park Commission about these plans. Evan Boucher noted that GELD put a box in the ground to wire the Common.

**Consider Indian Hill Music Center plans proposed for changes to the intersection of Old Ayer Road and Boston Road and how those plans might impact Prescott Common. Votes may be taken.**

Bob Anderson was in attendance at the meeting on behalf of the Indian Hill Music Center. Park Commissioners engaged in a brief discussion of the proposed intersection changes at Prescott Common. The Commissioners took no formal action as it does not appear that the Park Commission has jurisdiction over the site.

**Discuss improvements to Cow Pond baseball diamonds with John Kelly. Votes may be taken.**

At Cow Pond, John Kelly said that the youth baseball use group would like to run 110 power underground so that an adult can be at the baseball diamond and run the scoreboard from close proximity to the baseball diamond to allow the volunteer can see the umpire's calls. That change would be an improvement to the current ad hoc arrangement. Park Commission said that such work must be done by an electrician and with permits pulled. John Kelly said that his use group will pay for the improvements. John Kelly will approach the Nashoba Tech to do the work or the use group will pay a contractor if the Tech is too busy to do the work.

At Cow Pond, the scoreboard also needs to be fixed which the use group proposes to undertake. And netting next to the Cow Pond edge of the fields will be installed to keep balls out of the woods. Commissioners would like the dugout roofs built and installed at the Town Field large baseball diamond. John Kelly agreed that dugout roofs would be a safety improvement and be a sunshield on sunny days.

At Town Field, John Kelly noted that some repairs are needed to the chain link fencing.

At Cow Pond, the use group would like to build 4 new Equipment/Concession sheds for the baseball diamonds. One per field is the recommendation of John Kelly which would allow existing sheds and storage containers to be removed. Power would be run to the sheds. 16 by 8 is the preferred size with half used for concessions and half used for equipment storage. Park Commissioners will want to see durable materials used for trim and siding such as Azek and recommends that the doors are reinforced to deter break-ins. Building permits will be needed for the sheds.

At Cow Pond, the use group would like to construct 3 batting cage facilities with dual lanes inside (perhaps 20 feet across) and chain linked tops. Power will be run to the batting cages. Power for a light would be useful. Commissioners advised to make sure that batting cages and sheds are placed away from the future location of parking safety improvements and the walking path. Commissioners approved of the proposed work in theory and asked to see something on paper before they voted.

John Kelly and Bob Pine discussed with Commissioners how to de-conflict the parking safety improvement plans with the baseball plans.

John Kelly noted that there is a field groomer stored in one of the storage sheds. It is a little tractor which can drag and groom the infield. John Kelly said that if the tractor belongs to the use group, then they intend to trade it in for credit towards a newer, more reliable lawn tractor. If the little tractor is Town owned, then state law prevents it from being disposed of in this way. Evan Boucher will ask Tom Delaney if the little tractor belongs to the Town.

At Cow Pond, John Kelly would like to buy directional signs for the baseball diamonds. Commissioners said that the opportunity should be taken to renumber the diamonds with the largest field being 1 and then clockwise for the remainder of the fields being named 2, 3, and 4. Commissioners approved of this plan. John Kelly will bring a proof of the sign back to the Commissioners when he returns to the group.

**Park Commission jurisdiction and Article 97 and MGL 45**

The group revisited the Prescott Common issue and whether the land is in the Park Commission's jurisdiction. Evan Boucher agrees with Robert Flynn's contention that the Commissioners should figure out where it has legal jurisdiction and be in charge of just those items. The group discussed this concept and what would be advisable for

the Park Commission going forward. Are the Commissioners required to follow MGL 45? Evan Boucher and Rob Flynn will research independently and report back to the group.

**Discuss Community Preservation Committee grant application for safety improvements and walking track for Cow Pond Fields. Votes may be taken.**

Timothy Siok participated in this discussion of this agenda item remotely by phoning in to the meeting. Evan Boucher attended a CPC meeting and received feedback on the Park Commission's initial application. The CPC members asked for more detail, more numbers, more concrete plans. They observed that the request is for a large amount of money and asked if the project could be phased. Commissioners discussed various phasing options and the path that would yield the details and specificity that the CPC wants for the application. The walking path could be done in-house by DPW at a later phase. Rob Flynn asked if this project can be made into a so-called "shovel ready" project. Group discussed a phase 1 that consists of design, surveying, an engineering and permitting such that the plan could be put out to bid. Bob Pine said that engineering plans alone may cost \$30,000 to \$40,000. Then, send the project out to bid and be able to apply for CPC funds for phase 2 with a shovel ready project with exact dollar amount needed to do the project.

Bob Pine stated that one phasing option is to aim for a very roughly designed, inexpensive project for \$50,000 to \$60,000 that permits connection of parking lots, gravel only, no planted trees to create one way entrance into Cow Pond. The difficulty with that plan is that perhaps no one ever comes back and builds on this effort and does the project correctly and completely. Also, the follow up more comprehensive phase of the project would need to go through permitting again.

Commissioners observed that an accident has not happened yet in the Cow Pond parking lots, but Commissioners are concerned that there is the potential for an accident and so want to be proactive and move toward a solution. Commissioners noted that an advantage to a non-construction Phase One comprised of design/engineering/permitting is that the permitting will help define the scope of the project so that Commissioners can learn what is allowed to be done on the site as well as the projected costs.

Bob Pine said that the Park Commission could ask several area engineering firms for their estimated costs for design [includes surveying, engineering, permitting] so that the CPC application submitted in mid-January could have very good numbers. Bob Pine will make a list of what an engineering company needs to do and submit that to Fran Stanley for distribution to the Park Commissioners. Fran Stanley will speak with Mark Haddad, the Town's chief procurement officer, to collect procurement requirements. Rob Flynn will investigate PARCC grants and any other state grant opportunities for funding the future construction phase.

Bob Pine does not plan to invoice the Park Commission for his engineering assistance so long as the work can be done in his off hours so that it does not impact his engineering practice. Park Commissioners thanked Bob Pine for his assistance and his volunteerism on behalf of the Park Commission.

**Review proposed fiscal year 2017 budget for Park Commission. Votes may be taken.**

Evan Boucher explained that the Park Commission's operating budget has been level funded so there is little to discuss.

**Review draft minutes from October 4, 2016 and November 1, 2016. Votes may be taken.**

Fran Stanley was directed to correct November 1, 2016 minutes by showing that Kenneth Bushnell was in attendance.

*Evan Boucher moved to approve October 4, 2016 draft minutes as presented and the November 2, 2016 draft minutes as corrected. Robert Flynn seconded and the motion carried 4:0 (Timothy Siok absent).*

**At Legion Common, discuss plan to decrease slopes adjacent to School Street and raise level of depressed lawn by using free fill made available to Town's Department of Public Works. Votes may be taken.**

Evan Boucher explained that the Town's DPW will soon have a lot of free material (soils) available to it as a result of two large building projects in Town – Groton Inn and Indian Hill Music. DPW identified Legion Common as a location that might benefit from some of this excess material. Evan Boucher described the DPW proposal to fill in the dip in the lawn between the cemetery stone wall and the School Street side of the site. Fill would be added to below the trees bordering the School Street hillside. The DPW will put loam on the fill and hydroseed. All of this work will be done without charge to the Park Commission. After brief discussion, Commissioners agreed that this proposal would be beneficial to the Common.

*Kenneth Bushnell moved to approve Town Department of Public Works plans to fill depressed area of the Legion Common lawn with material to be covered with loam and hydroseeded so long as the Park Commission will not be invoiced for any costs. Evan Boucher seconded and the motion carried 3:0 (Robert Flynn abstained).*

**Evan Holofcener Ice Rink**

Commissioners decided to install the rink in a grassy part of Town Field this season.

Meeting adjourned at 10 pm.

Next meeting: Tuesday, January 3, 2017 at 7 pm.

Notes by Fran Stanley