

## 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: January 25, 2017  
Time: 7 p.m.  
Location: Legion Hall, 75 Hollis St., Groton, MA  
Commissioners present: Kenneth Bushnell, James Gaffney, Timothy Siok, Evan Boucher, Robert Flynn  
Visitor: Laurie Smigelski  
Handouts: Agenda,  
J. Kelly January 25, 2017 memo regarding Cow Pond shed, batting cage locations

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Evan Boucher called the meeting called to order at 7:05 pm. Pending invoices were reviewed and approved. There were no pending field use permits to review.

Park Commissioners agreed to send email invitation to use group representatives to submit field use permit requests if their organizations would like to reserve ball fields in the Spring. The Park Commissioners will meet on March 7<sup>th</sup> and use group representatives are encouraged to attend this meeting so that field use can be assigned to requesters in a way that maximizes use of the fields.

### Hazel Grove Agricultural Association (HGAA)

Laurie Smigelski addressed the Commission on behalf of the Hazel Grove Agricultural Association.

1. Bait boxes for controlling rats and mice at the Exhibition Hall are needed. Showing proof of this step by an outside contractor is required by the Building Commissioner in order for a demolition permit to be issued. Commissioners discussed and gave permission to Laurie Smigelski to contract with Groton Pest Control for \$225 to do this work.
2. Upon recommendation of the Historical Commission, Laurie asked local timber craft carpenter Uwe Tobies look at the lumber used in the construction of the Exhibition Hall. Uwe did and he reported to Laurie that the wood probably dated from about the turn of the century (1900) and commented that the lumber used in the construction is not considered valuable.
3. HGAA recommends a survey of the boundary between the track and the adjacent Lagasse family property to resolve a dispute so that the Town knows what it owns and can act accordingly. HGAA would like to undertake projects in the corner of the parcel around the track and Brian Lagasse has expressed his belief that the property line passes through the track's oval rather than running alongside the harness racing track. Brian Lagasse is not in favor of the HGAA doing any tree cutting or other work in that disputed area. Laurie Smigelski has located 6 bounds (5 granite bounds and 1 concrete bound). No bound has been found for the Jenkins Road corner and neither is a bound mentioned in deed references. Relying on a Ross Associates estimate, Laurie estimated that a survey to locate the line could cost up to \$4,500. In the discussion, Tim Siok and Robert Flynn discussed the idea of splitting the cost with the HGAA neighbor. Evan Boucher will speak with Brian Lagasse about the matter and Robert Flynn will see if he can find information on past surveys.

### Cow Pond Safety Improvements and Walking Track

Evan referenced a meeting with Bob Pine, Tom Delaney, Mark Haddad and Fran Stanley about how to phase and order the project considering Dan Wolfe's feedback about size and composition of the project. Dan Wolfe walked the property with Bob Pine and thought that prevailing wages would increase construction costs beyond Bob Pine's initial estimates. Also, Dan Wolfe said that his engineering firm would not bid on a project that required them to prepare construction bid documents since that is such a specialty task. At a minimum, the Park Commission would need to strip bid documentation preparation from the task list.

At that meeting, Bob Pine suggested breaking the large project up into a multi-year plan that is highly segmented, starting with the Cow Pond hillside parking area that is considered less environmentally sensitive. Bob Pine would volunteer his permitting expertise.

Here is a list of how the design and construction might be organized:

1. (Year 1) Contract with surveyor for survey work and engineering assistance as required - Items 1 through 3 above. (\$10K max or could be RFP) I will prepare plans, work descriptions and specifications as required for each project.
2. (Year 1) First Project: Main parking area only: \$10K max
  - a. construct north access road
  - b. define and grade 60-70 foot wide access and parking area
  - c. move excess cut to future south access
  - d. create walking trail along Cow Pond Brook side of fields
  - e. use north access as in-only and existing access opposite Highway Department as out-only until Fifth Project is complete.
3. (Year 2) Second Project: Connector and new parking area: \$10K max
  - a. strip loam from area and stockpile or re-use in future planting areas
  - b. grade access road / parking area, use cut into hill to raise grades as necessary
  - c. install infiltration trench on hill side of access road
  - d. define access road location around baseball parking area
4. (Year 3) Third Project: Baseball fields parking area: \$10K max
  - a. define parking lanes and areas by placing loam berms
  - b. plant berms, stabilize
5. (Year 4) Fourth Project: Pave access roads main parking area: \$10K max
  - a. finish grading and pave new access road at south end
  - b. remove middle access opposite Highway Department
  - c. pave steep portion of north access road
6. (Year 2, 3, 4 or 5) Fifth Project: Planting: \$10K but with RFP could be larger
  - a. purchase and spread additional loam as needed
  - b. purchase and plant trees and shrubs and seed meadow and new lawn areas
7. (Year 4 or 5) Sixth project: Resurfacing access roads with graded base: cost would be more than 10K due to purchase of materials so RFP may be required, but would be a simple RFP
  - a. purchase and spread graded base over all non-paved driving lanes
8. (Year 2 or later) Consider constructed bike path along Cow Pond Brook side of fields

Commissioners discussed withdrawing the CPA application for fiscal year 2018 and instead spend some of its own capital improvements monies to get the project started. Bob Pine collected an estimate from David E. Ross Associates for survey work and wetlands delineation for a total of \$6,500. The survey portion, estimated at \$3,850, is a relatively high number because survey controls need to be established first. Fran Stanley will ensure that the Ross expenditure is double checked with the Town's chief procurement officer.

*Evan Boucher moved to withdraw the Community Preservation Act application for the current year and authorize spending \$6,500 to have Ross Associates do the surveying work and wetlands delineation needed to begin the project. Kenneth Bushnell seconded and motion carried unanimously.*

## **Fencing at Town Field**

*Robert Flynn moved to have the Park Commission agree to do granite posts with wood rails for Town Field fencing. Evan Boucher seconded and the motion carried unanimously.*

Commissioners discussed the size and finish of the granite posts. Evan Boucher will investigate sizes and volume of existing granite posts along Broadmeadow and at Minuteman Common. The purchase posts would need to be pre drilled with holes that will fit the rail hangers. Gate post entries may use 12 inch by 12 inch granite posts. Otherwise, perhaps 8 inch by 8 inch would work. Commissioners estimated that 2 feet of the post would need to be seated in the ground when installing.

Evan Boucher suggested interweaving the fencing between the existing maple trees going from Broadmeadow Road to the basketball court. Placing the fencing there accomplishes several things:

1. Allowing room alongside Playground Road for cars to be parked head in.
2. Allowing space for pedestrians to pass through the fencing to access the field.
3. Perhaps reducing the number of posts and rails needed to span the distance between Lawrence Playground stone entryway to basketball court.

Evan Boucher will ask if DPW can install if the Park Commission will rent the auger to make the job go faster.

Robert Flynn asked whether the Town Field basketball court retaining wall is high enough to need shrubs or something else to protect against someone walking off. The wall height is 30 inches which is to code in that it does not require a rail.

## **Other Capital Improvements**

Kenneth Bushnell collected a quote for tree work from Mead Tree to safety prune and select prune Sawyer Common, Firemen's Common, Legion Common, Town Field (back as far as the gazebo) and Minuteman Common. As an aside, Kenneth noted that there is a split maple behind the large baseball diamond at Town Field. David Mead estimates that the project would require three days' work and proposed to do it for \$3,200.

*Kenneth Bushnell move to approve the expense of \$3,200 for Mead Tree to do the quoted tree work at Sawyer Common, Firemen's Common, Legion Common and Town Field. Robert Flynn seconded and the motion carried unanimously.*

## **Gift to benefit Basketball Courts**

Commissioners were pleased to learn of the proposed \$5,000 gift from Groton Youth Basketball for the Town Field and Cutler Field basketball courts. The commissioners expressed a preference to work from the gift fund as they may need to augment the gift amount, but the Park Commission is open to the basketball league proposing something else if that is their preference. Commissioners are agreed to spend the expected gift on improving the Cutler Field basketball court lighting. Evan Boucher recommends putting one spotlight pointed toward the parking lot for safety as it is dark there at night. Evan will collect an electrical estimate from Tim MacGregor who does the majority of the Town's maintenance electric work.

## **Cow Pond Youth Baseball Sheds and Batting Cages**

Commissioners looked at John Kelly's proposals for Cow Pond sheds and batting cages. The shed placement was approved. Demolishing the existing batting cage is approved. Commissioners directed Youth Baseball to see the Conservation Commission for permission to cut back trees considering the 200 foot buffer near wetlands. Evan Boucher said that these are Jack pines that need to be cut and then have the stumps pulled out. If the stumps were left, then this is not safe for pedestrians or DPW.

For the electrical, electricians must pull permits for any work. Evan Boucher recommends figuring the conduit size and then running it with a ditch witch to direct bury the conduit. The Commissioners recommend use of clay for surface inside batting cages but will accept any surface the use group is willing to provide. If there are questions

about the electrical, then Commissioners noted that the wiring inspector for the Town is willing to take calls from electricians.

Other observations from Commissioners were:

- Batting Cage (right, near hill) move away from parking lot connection to center field behind the football field.
- Batting Cage (near big fields) yes. May not need tree cutting with that placement.

### **Spring start up for Baseball Fields**

Kenny Bushnell raised issue of how to get clay spread and any other conditioner at the baseball fields for start-up. Commissioners own an infield rake (brand name Superstar). The infield is supposed to be raked before and after every game.

### **Minutes**

*Evan Boucher moved to approve January 3, 2016 draft minutes. Robert Flynn seconded and the motion carried unanimously.*

Meeting adjourned at 9:15 pm.

Next regular meeting: Tuesday, March 7, 2017 at 7 pm.

Notes by Fran Stanley