



TOWN OF GROTON
173 Main Street
Groton, Massachusetts 01450
(978) 448-1109
Minutes

Groton Park Commission
Wednesday, June 5, 2019
Town Hall First Floor
Meeting Room, 5:30 PM

Members

Present: Timothy Siok, Donald Black, Kenneth Bushnell, Anna Eliot, Jon Strauss

Absent:

Others in attendance: Tim Ross,
Maureen Adema, Admin. Asst.

5:30 pm – Meeting called to order

Chair Kenny Bushnell welcomed new Commissioner Jon Strauss.

Park Commission Board Re-organization and Board positions

Kenny Bushnell made a motion to appoint Tim Siok as Park Commission Chair for the period of June 2019 to June 2020. Anna Eliot seconded the motion. The motion passed 4 in favor, 1 abstained.

Anna Eliot made a motion to appoint Don Black as Park Commission Vice Chair for the period of June 2019 to June 2020. Kenny Bushnell seconded the motion. The motion passed 4 in favor, 1 abstained.

Jon Strauss made a motion to appoint Anna Eliot as the Park Commission's designee to the Town's CPC for a two-year period of June 2019 to June 2021. Don Black seconded the motion. The motion passed 5 to 0.

Anna Eliot made a motion to appoint Don Black as Park Commission Flag Care Taker for the period of June 2019 to June 2020. Kenny Bushnell seconded the motion. The motion passed 4 in favor 1 abstained.

Bayberry Road/Woitowicz Trees

Tim Ross, 25 Bayberry Road was present to state that he was not in agreement with the resolution regarding the tree that was hit by lightning at Woitowicz Field last September. He is an abutter to the property and his property has been affected by the damage tree/incident. Mr. Ross is a 22-year resident of Groton and a good land steward of Woitowicz field.

Mr. Ross read from the Park Commission minutes of December 4, 2018 and emails from January and February 2019. The Commission viewed photos of the property and field. The Commission explained the function of the Park Commission and how decisions are made regarding any and all action taken by the Commission. The discussion concluded with no action to be taken at the present meeting. Don Black would meet with Mr. Ross on the morning of June 6, 2019 at 9am to view the tree/site from 25 Bayberry Road. The discussion will be continued at the July 9, 2019 meeting after Don's visit to the site. The Commission will also research and determine what liability and/or responsibility in Acts of Nature.

Field Use Applications

Tim Siok made a motion to approve the field use request for the Smith Social Pavilion/Gazebo on Saturday, June 22, 2019 from 2pm to 6pm for the Squannacouk River Runners Ice Cream Social. Don Black seconded the motion. The motion passed 5 to 0.

Don Black made a motion to approve the field use request for Legion Hall on Saturday, September 21, 2019 from 8am to 5pm for a Groton Scout Recruiting event. Kenny Bushnell seconded the motion. The motion passed 5 to 0.

Invoices and GL Account Balance Review

Tim Siok made a motion to approve and pay the Park Commission invoices for June 2019 totaling \$8,541.68. Don Black seconded the motion. The motion carried 5 to 0.

The Commissioners discussed the remaining FY19 Park Commission general account balance of \$3,607.10. The Commissioners agreed that the remaining balance will be depleted at the end of the month/fiscal year after the monthly bills such as the electrical bill and trash bills are paid. The Commissioners will not approve/have any additional work done for the month of June 2019. All new work approvals will be for July 2019, FY20.

Invoices that need to be approved for the last FY19 warrant will be received and processed by Maureen. The green invoice folder will be placed in the Park Commission mailbox for signatures. Maureen will email Commissioners when invoices are in mailbox. Three signatures are required for payment. All invoice payment requests are due to the Accounting office on or before July 2, 2019.

The Park Commission will not meet again in June to sign invoices.

The Commissioners reviewed the general ledger reports provided from the Town Accounting Department.

The Park Commission has \$16,187.27 in unused funds from a Special Article for Park Property Improvements.

The Commission discussed projects the funds could be allocated to. A request to the Accounting Department to encumbrance funds is due to the Town Account on June 10, 2019. The project list stating what the funds will be allocated as follows. The list also indicates the Commissioner will be responsible for each project and when the project will be completed.

- Carol Wheeler Park Tree Removal – Summer 2019 – Kenny Bushnell
- Cannon at the Common removal & replacement parts - Summer/Fall 2019 – Don Black
- Cow Pond Brook Road – Field Signage - Summer/Fall 2019 – Don Black
- Fence replacement and/or repair at Town Field – Summer/Fall 2019 – Kenny Bushnell

- Lights Project at Park Properties with GELD – Summer 2019 – Don Black
- Shed at Cutler Field repair –Summer 2019 – Don Black, Tim Siok
- Softball/Baseball Field – Fall 2019 - Kenny Bushnell, Tim Siok
- Stonewall Repair – Summer 2019 – Kenny Bushnell
- Woitowicz Tennis Court – redo & feasibility study – Winter 2019 – Anna Eliot, Tim Siok

Don Black made a motion to communicate to the Town Account the request that \$16,187.27 of unexpended funds, Park Improvement Special Article be encumbrance to FY2020, for the projects agreed upon at the Park Commission meeting of June 5, 2019. Kenny Bushnell seconded the motion. The motion passed 5 to 0.

Commissioner Updates

Don Black stated the Community Day of Service went well, although one more wheel barrel would have been great, so all the mulch could have been spread. Don stated the remaining mulch will take no more than 15 minutes to be spread with a couple of people. Kenny stated on Saturday morning his baseball team could get the job done.

Don Black informed the Commissioner that a thank you was received from 97 years old, Peter T. Macy, United States, Army Air Corps, WWII, He rode in the Memorial Day Parade and stated he was grateful for the opportunity to be a part of the parade. The Memorial Day Parade went well. One request for the parade voiced in Town is to have a marching band. GD High School has not been available for the parade, so the Town will be reaching out to other communities in search of a band next year.

Don Black told the Commission that a member of GD Soccer approached him about the fields. The Commission will address the fields after the season. The nets need to be moved off the field by the GD Soccer for work to be done at the end of the season. Tim will work on getting the soil tested; the water heads will need to be flagged so the fields can then be worked on.

Anna Eliot contacted Chief Luth for clarification on Dog Rules. Anna told the Commission that animal complaints are reported to the police. The Town has two Animal Control officers, George Moore and Tom Delaney. The Animal Control officers are the primary enforcement, although, the police officers do go out on calls.

Anna Eliot told the Commission that she attended a Housing meeting where she became knowledgeable about a potential housing development. She stated there could be as many as 60 units. She would remain involved in the discussions and if the project is approved will be sure to have the Town request Park/Rec. space from the contractor.

Kenny Bushnell spoke to the letter received from GD Lacrosse on May 7, 2019 about a conflict with the Pick-up Men's Softball Games on Sunday May 4, 2019. Kenny spoke with both organizations' reps. The Men's Softball Pick group did have approval to use Cow Pond 3 on Sundays. The GD Lacrosse was using the field in earlier weeks but actually only had a field use permit for Cutler Field on Sundays.

Kenny Bushnell read to Commissioners, Tom Delaney's email update regarding Park issues. email. Tom clarified in the email that his position as the Tree Warden only covers the roadways in Groton, not private property or even Town owned properties such as Town playing fields. Tom also stated that he is working on relocating the field directional sign on Cow Pond Road.

Admin Update

Maureen shared the thank you note received from Robert O'Rourke regarding the Community Day of service.

The Commissioners would like to start acknowledging the work of others at Park Properties. The Town residents should be made aware of the committees, volunteers and user groups that assist in all the many ways with maintaining and supporting the Town Park Properties. Utilizing the Groton Herald with letters to the editor would be a good avenue for expressing thanks.

Anna Eliot made a motion to accept the minutes of May 7, 2019. Kenny Bushnell seconded the motion. The motion passed 5 to 0.

Tim Siok made a motion to adjourn the meeting at 7:23pm. Kenny Bushnell seconded the motion. Motion passed 5 to 0.

Next meeting

July 9, 2019

August 6, 2019