

Town of Groton

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



Meeting Minutes

Date: November 4, 2019
Time: 5 p.m.
Location: GELD small meeting room
Commissioners Present: Tim Siok, Donald Black, Anna Eliot, Jonathan Strauss
Commissioners Absent: Ken Bushnell
Others Present: Maureen Adema, Admin. Asst.

5:00 pm

Chair Tim Siok called the November 4, 2019

7:00pm

Field Use Permit Request

- **Christmas Tree Bonfire – GFD – Explorer Post**

A field use application request was received from Don Black and Matt Pisani requesting to use Town Field for the annual Christmas Tree Bonfire Event on Friday, January 10, 2020.

Don Black, told the Commission this is an annual event/fundraiser for Fire Department. The event has taken place for many, many years. There are no conflicts with the requested date, time or field. The requested time is from 6pm to 10pm.

Tim Siok made motion to grant a Field Use Permit for the Town's Annual Christmas Tree Bonfire on Friday, January 10, 2020 from 6pm to 10:30pm. Jon Strauss seconded the motion. The motion carried 4 to 0.

Park Property Tree Work

Don Black reported that George Bracket removed the down trees at Cow Pond and removed over growth at the pump house. He asked Mr. Bracket for a quote to remove the tree in the parking lot at Carol Wheeler Memorial Park and the work at Town Field. As of this meeting Don had not received a price estimate for the work from Mr. Bracket. Don stated that Mr. Bracket did work at the Town Cemetery at the cost of \$1000 which was a very good price for the work he did. Don will contact Mr. Bracket to get a quote for the Park Commission work.

Don has also been in touch with Mr. Ross, 25 Bayberry. The tree work at 25 Bayberry/Woitowicz will be done in the winter, likely in December after the ground is frozen, at Mr. Ross's expense as discussed with the Park Commission.

CPC Application

Jon Strauss informed the Commission that he submitted the CPA application for the Park Commission project at Woitowicz Field. Jon said he met with Vermont Tennis to get a quote of the project. Vermont Tennis has worked with the Town/Park Commission on past projects.

The CPC will be reviewing submittals in the upcoming weeks at their regular scheduled meetings to make determination on what application will move on in the application process.

Invasive Species Trees on Park Property

Tim Siok said stated he has not heard from Adam Burnett since sending him an email to do site visits on Park Properties looking at potential trees of for to be treated. Tim said there really are not many trees that can/should be treated. There is a hemlock at Town Field that could be treated.

Turf Unlimited recommendation for field treatment

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Playground inspection

Field Soil

Park Invoices

Park Commission invoices were reviewed and approved.

Tim Siok made a motion to approve and sign the November 2019 Park Commission invoices in the amount of \$7,883.02. Don Black seconded the motion. The motion carried 4 to 0.

Commissioner's Input/Updates

Jon Strauss

- Jon informed the Commissioners that Boy Scout Bonfire Event did not completing have the bonfire out of play. The fire was on the foul line. The GD Scout leader in charge of the event should be contacted to let them know the fire should not have been on the foul line.

Don Black

- Thomas Onishi's Eagle Scout project for Minuteman Common is moving ahead. The work will be done in phrases starting at Rt. 40 and Main Street in the upcoming weeks. Thomas will paint railing parts at his house for temperature control.
- The Cannon is offsite at Earl Carters being worked on. Don is submitting a CPC application to rebuild the WWI Legion Common. The Cannon is part on this application.
- New Military Flags have been ordered and delivered for the upcoming Veteran's Day. The flags will be hung in Town before November 11, 2019, Veteran's Day.

Admin. Updates:

- Field Closing and Winterizing the Fields has begun. The fields will be closed by the end of the month.
- MacGregor Electric invoice for Basketball lights has not been received
- The Seahorse spring ride at the playground is broken and removed from the playground
- New Turf Unlimited invoice procedure working smoothly
- The Town Department Heads are meeting tomorrow to start budget talks.
- Jeff Orlinger sent an email requesting a follow up on discussion of him using the aerator on Cow Pond Field

A discussion took place about the use of the aerator by a non-Town employee. Tim Siok was not comfortable having a non-employee using Town equipment to work on the fields. Although there are field use groups that work on the fields, using an aerator machine is at a higher level of expertise than simple mowing and field clean up.

Tim Siok will contact Mr. Orlinger to communicate the position of the Park Commissioners regarding aeration of the Park Property fields.

Budget FY21 discussion

The Commission discussed the upcoming budget season. They reviewed the vendors and vendor amounts from FY19 to get a clear picture on how the Park Commission budget is used.

The Commissioners agreed that a great amount of \$11,000 spent of porta potties deserves a strong look. It is likely, this service will also see an increase of 5% to 10% in the upcoming year. Better determining what invoices can be paid from the Capital account also needs to be addressed. Many one-time invoices that are not considered regular monthly/seasonal/yearly maintenance could be paid from Capital.

The Commission reviewed the projects reported to the Town Account in spring that the Capital funds are encumbrance for. The Commission will pay close attention to these projects and be sure to have the funds from the Capital general ledger account be used

Anna Eliot moved to approval the minutes of October 1, 2019. Don Black seconded. The motion carried 3, 0, 1 abstained. Jon Strauss abstained.

Jon Strauss made a motion of adjourn at 6:53 pm. Anna Eliot seconded the motion. The motion carried 4 to 0.

Next meetings: Monday, November 18, 2019
Tuesday, December 3, 2019

Date Approved: January 7, 2020