

TOWN OF GROTON

Park Commission
173 Main Street
Groton, MA 01450
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Park Commissioners

Tim Siok, Chair
Donald Black
Kenneth Bushnell
Anna Eliot

Meeting Minutes

Date: January 7, 2020
Time: 5 p.m.
Location: First Floor Meeting Room
Commissioners Present: Tim Siok, Donald Black, Anna Eliot, Kenneth Bushnell
Others Present: Dawn Dunbar, Kara Cruikshank, Admin. Asst.

4:58 P.M Tim Siok called the meeting to order

Hazel Grove

Laurie Smigelski, HGAA President, and Penny Lowman, HGAA Vice President, were here to request a letter of support. They are here looking for support to improve the building at Hazel Grove. The Enfield Tower needs the following maintenance: A new roof, the siding needs to be replaced, also a there needs to be a new locking door on the building. The missing dropdown wooden windows need to be replaced to allow lockup of the tower. This will also prevent misuse and allow locked storage. The floor also needs to be fixed.

Farmers Shed is the other building that need repairs. The roof should be updated with metal for longevity. The current roof is past its life expectancy. Two new locking windows should be added and some electrical service and lighting.

Laurie provided photos of the tower that needs to be repaired. She stated that it will be approximately \$2700 in value for the labor which the HGAA would be covering adding they were requesting approximately \$9K from the CPA.

Don Black made a motion to enthusiastically support the CPA application submitted by the HGAA and to send a letter to that effect. Kenneth Bushnell second the motion and the motion carried unanimously 4-0.

Update on the CPC Application

Tim Siok stated that because Jon Strauss had resigned from the Park Commission, he had asked the CPC to withdraw their application for improvements to the tennis courts as he did not have time to take this project on. Anna Eliot asked if anyone else had time to work on this. Don Black said it didn't matter at this point because the deadline to submit a draft application had passed. The Commission decided to table this project for now and possibly revisit it next year.

MVP Workshop

The Commission discussed the upcoming workshop on Municipal Vulnerability Preparedness to be held on January 16th, 2020 from 9:00 AM to 5:00 PM. Tim Siok said that he would attend as the Representative for the Park Commission.

Commission Member Updates

Tim Siok

- Tim Siok announced that Jon Strauss had resigned from the Park Commission in December. Dawn Dunbar explained the process for filling the vacancy and a proposed schedule.

Donald Black made a motion to advertise the vacancy with the schedule as proposed by Dawn Dunbar for possible ratification by the Park Commission and Select Board on February 10, 2020. Kenneth Bushnell seconded the motion. The motion carried unanimously 4-0.

Anna Eliot

- Anna Eliot explained that she went to a Capital Planning Advisory Committee meeting and informed the Commission that the members were questioning how the Park Commission was spending their money and whether they should be receiving capital funds on a yearly basis. Don Black said that they should be more concise about what their plans were and develop a 5-year capital plan like other departments do. Kenneth Bushnell agreed. There was a brief discussion about spending the \$12K they had sitting in their capital fund from previous FY's. Don Black suggested that they meet at 5pm on February 5th to hold a workshop to just discuss their capital plan ideas. The Commission agreed.

Don Black

Don Black stated that an individual approached him about the flag at Cow Pond Brook Rd and informed him that there was a flag without a light. He said that they had an extra solar light they could install. The Commission agreed to allow Don Black to install a solar light.

Don Black said that repairs of the seahorse and other playground equipment at the Playground would cost \$793.57.

Tim Siok moved to approve the quote Don Black received for the Hanson Playground stated repairs with the money to come out of the capital budget. Kenneth Bushnell seconded the motion. The motion carried unanimously 4-0.

Don Black said that the Eagle Scout project at Minuteman Common was coming along nicely.

Don Black said that the flag pole on the common at Pleasant Street and Main Street canted during windy days. He asked for help tightening the bolts.

Don Black said that the shed at Woitowitz field needed to be fixed. He said that the door was broken. There was a brief discussion about who was in charge of the buildings on the fields (Park Commission or DPW). It was decided they should speak to Tom Delaney about whose responsibility this was.

Don Black announced that the Annual Christmas Tree Bonfire was this Friday, January 10, 2020 at 7 PM.

Future Meetings

Next meeting will be February 4th at 5 PM.

Don made a motion to meet at 5 PM until daylight savings ended. Tim Siok seconded the motion. The motion carried unanimously 4-0.

Park Commission Invoices

December 2019, Park Commission invoices amounted to \$1,421.52

Tim Siok made a motion to approve all invoices for the last month. Don Black seconded the motion. The motion carried unanimously 4-0

The Park Commission received an estimate for removal of the dead Elm trees at Carol Wheeler Memorial Common. The estimate also includes the removal of the dead Elm tree left of the driveway entrance to the Town Library. The estimate job cost is \$939.50.

Tim Siok moved to accept the quote from CR Tree Service for work requested in the amount of \$939.50 as submitted by George Brackett. Don Black seconded the motion. The motion carried unanimously 4-0.

Approval of Minutes

Don Black moved to accept the meeting minutes of November 4, 2019 as presented. Anna Eliot seconded the motion. The motion carried 3-0-1 with Kenneth Bushnell abstaining as he was not present for the meeting. .

Discussion from Select Board Member Pine to designate a member of the Commission to work on updating Select Board Policy- Memorial Parks and Commons Policy

Dawn Dunbar explained that the Select Board was updating and reviewing all their policies. The Board wanted to work with the Park Commission on the section of their policy that involved naming properties. Don Black said he would be happy to meet with Becky Pine and then come back with suggested edits to Park Commission. The Commission agreed to this.

The meeting Adjourned at 5:55 PM.

Respectfully submitted by Kara Cruikshank, Land Use Administrative Assistant
Date approved: February 4, 2020

