

TOWN OF GROTON

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



Park Commissioners

Donald Black, Chair
Anna Eliot, Vice Chair
Gail Chalmers
Kenneth Bushnell

Meeting Minutes

Date: November 12, 2020
Time: 5:00 PM
Location: Zoom Virtual Meeting
Commissioners Present: Donald Black, Anna Eliot, and Gail Chalmers
Others Present: Kara Cruikshank- Administrative Assistant

5:04 P.M Chairman Donald Black called the meeting to order.

FY22 Budget Discussion

The Park Commissioners received a list of the FY21 expenditures and a categorized summary of the FY21 budget to review. Mr. Black explained Mr. Haddad has given a proposed FY22 operating budget of \$55,759 and would also like to update the capital plan. Ms. Chalmers asked if Mr. Haddad gave any reasoning for the \$10,000 deduction in the budget. Mr. Black explained, the year prior the Park Commission gave back \$15,000, this is the reasoning. Mr. Black believed the proposed budget will get us through the year. Ms. Eliot stated at the end of July 2019 the park commission depleted the operating budget of \$65,759 and went into the capital budget. Ms. Eliot had questioned how the commissioners will manage the proposed FY22 budget if the previous budget was overspent. Mr. Black believes if they keep the trash in and trash out policy. He would eventually like to have the user groups become responsible for porta potties and trash removal with further discussion in regards to this. There was minimal sports activity at the fields this past year with COVID. Ms. Eliot believes the Park Commission should be asking for \$65,759 again, at the minimum, since we didn't have the normal expenses as prior years because of COVID. Mr. Black believes the budget of \$55,759 will include trash removal.

*Ms. Chalmers moved to accept an operating budget of \$55,7589 for FY22. Mr. Black seconded the motion. Roll call: Chalmers- aye, Black-aye; Eliot-no.
The motion carried 2-1.*

FY22 Capital Budget Discussion

Last year the Park Commissioners initiated a five-year Capital Budget: \$25,000 annually.

- **Year 1-** Complete the list of projects remaining and rebuilding the stonewall at Town Field.
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- Year 2-**Woitowicz Field design and Tennis Court construction. At Cutler Field, change of the light to timing .
- **Year 3-** Apply for funds for the Sanitary Facility Center at Cow Pond.
- **Year 4-** Baseball renovation at Town Field- level, tear up and redo irrigation.

- **Year 5-** Continuance of construction of the Cow Pond Sanitary Facility and possible Walking Trail around the perimeter at Cow Pond.

Last year the plan was reduced to zero from \$25,000. Mr. Black stated they have a CPC Application underway with a feasibility study included. Mr. Black asked Commissioners if they see the need to move forward with the capital plan this year or should they concentrate on the CPC application and feasibility study?

Ms. Eliot believes the Commissioners should keep the Capital Plan as is, and add the parking lot to the capital budget. This is the highest priority because of the safety hazard. If there are expenses at Cow Pond, they should keep the \$25,000 in place in case of an emergency. Ms. Chalmers agreed with keeping the Capital Plan, as well.

Ms. Chalmers made a motion to accept FY22 to maintain our \$25,000 Capital Budget. Ms. Eliot seconded the motion. Roll Call: Eliot-Aye; Chalmers-aye; Black- aye. The motion carried 3-0.

Approval of Invoices

GELD- \$992.58

Turf Unlimited (winterization) -\$377.40

Total amount: \$1,369.98

Mr. Black made a motion to accept the invoices. Ms. Chalmers seconded the motion.

Roll Call: Chalmers-aye; Eliot-aye; Black- aye. The motion carried 3-0.

Meeting adjourned at 5:45 PM

Respectfully submitted by Kara Cruikshank, Land Use Administrative Assistant

Date approved: January 5, 2021