

**TOWN OF GROTON**

Park Commission  
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**Park Commissioners**

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

**Meeting Minutes**

**Date:** Tuesday, April 6, 2021  
**Time:** 7:00 PM  
**Location:** Zoom Virtual Meeting  
**Commissioners Present:** Donald Black, Anna Eliot, Kenny Bushnell and Gail Chalmers  
**Others Present:** Kara Cruikshank- Administrative Assistant, David Pitkin, John Giger, Select Board

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Donald Black called the meeting to order at 7:00 P.M.

1. Budget Update and Forecast

1. Fertilization \$1,550
2. GELD \$1,910.00
3. Irrigation Startup \$1,100
4. Trash \$825.00
5. Port a Potties \$2,250.00
6. Repair \$1000.00
7. Playground surfaces

D. Black updated the Commissioners that the Park Commission's budget balance is below \$39,000.00 and there are three months remaining in the fiscal year. After the forecasted expenditures totaling an amount \$13,500.00, there will be a remaining balance of \$25,000.00. A. Eliot requested a spreadsheet. K. Cruikshank stated a spreadsheet would be provided to anyone that requested one.

2. Cow Pond Well Discussion

D. Black stated that Emergency Funds have been provided for the installation of a new well located at Cow Pond. The BOH is requesting that the new well be located 50 feet away from the parking area. D. Black is concerned for the safety of the public and proposed that the well be located closer in proximity to the parking lot, adjacent to the existing well. There would be minimal work required. A waiver would need to be submitted to the BOH to move the well to the designated area. K. Bushnell questioned why the BOH wanted to drill the well in the middle of the field which would require unnecessary trenching and would be further away from the initial hookups. D. Black reiterated that the BOH requested that the well be 50 feet setback from the parking area. D. Black explained that the well would be used for irrigation purposes only.

*Up a motion by D. Black, seconded by A. Eliot, it was:*

*Voted to proceed with a public hearing to request a waiver to place the new well at Cow Pond closer in proximity to the existing well.*

*The motion passed by a roll call vote. (Yes: AE, KB, GC, DB)*

A. Eliot questioned when the next public hearing would be held. D. Black stated that the public hearing would be in April and was hoping to connect the well in May. A. Eliot questioned if the estimate from last fall included the hookup fees. D. Black confirmed that fees are included.

### 3. Covid update

Dawn Dunbar and Mark Haddad stated that there are no new issues relating to Covid. D. Black commented that the Park Commission can reopen the playing fields.

### 4. Cow Pond Site Walk review

D. Black addressed the parking dangers that are faced at Cow Pond, Matt Waterman had demonstrated how much area is needed to adequately enter and exit the parking lot safely. People tend to park on the existing slopes which is very dangerous. A safe parking environment is necessary even if it is temporarily. D. Black proposed having the HWD line the parking lot with limbs to restrict people from entering the lot. The capacity would be reduced to 80 vehicles. The stones would be pushed back by the HWD to create parallel parking temporarily along Cow Pond Road. A. Eliot expressed that she was disappointed with the site walk and believes that the temporary parking proposed would not remedy any of the problems and from her understanding the HWD does not have the time or funds to make any improvements. D. Black conversed with T. Delaney and confirmed that a barrier would be installed and the stones would be moved back. K. Bushnell questioned the grading and if it would reduce the amount of parking. D. Black confirmed that parking would be reduced by 30 plus spots. K. Bushnell commented that it may cause additional problems and felt that parking should not be reduced. D. Black expressed that the Town is extremely lucky that there have not been any accidents. David Pitkin commented that parking would be horrendous when the events return back to normal capacity, if parking spots were eliminated. D. Black explained that the Park Commission's intentions are to provide a safer parking area and if not, the complex should be closed down.

*Upon a motion by D. Black, seconded by G. Chalmers it was:*

*Voted to undergo and create a temporary parking to eliminate people from using the hillside, the area along the Cow Pond Road would be widened to allow parallel parking on one side.*

***The motion failed by a roll call vote. (No: KB, AE Yes: GC, DB)***

D. Pitkin requested clarification on the motion and questioned if the stones could still be moved back. By moving the stones, it would allow Cow Pond Road to open up and reduce the steepness for vehicles. A. Eliot questioned how far the stones could be moved before rolling down the hill. D. Black stated the stones would need to be moved four feet to create a safe parallel parking area along Cow Pond Road.

Upon a motion by D. Black, seconded by Gail Chalmers, it was:

Voted to move the stones back to create a safe parallel parking area along Cow Pond Road.

A. Eliot felt very uncomfortable with the temporary solution and authorizing motions that also affected the HWD and the Planning Board. D. Black withdrew his motion.

### 5. George and Agnes Rider Basketball Court

D. Black discussed that Cathy Shelp from the Council on Aging contacted him when the Senior Center was being constructed and housed at the Lost Lake Fire Station. There are two pickle ball courts that were installed there and the tape is still on the courts. Chief McCurdy notified the Park Commission that the nets were being stored inside the fire station. The courts are faded however, very sufficient. Vermont Tennis provided a quote on updating the courts and it amounted to \$10,680. K. Bushnell questioned who maintains the court. A. Eliot stated that the courts were dedicated as a park a while back. Pickleball has become increasingly popular. G. Chalmers commented that more people are aware of the courts since the Senior Center was located there temporarily.

### 6. Friends of the Tree's Warden Discussion

Tomorrow at noon D. Black will be meeting with Chairman Natalie Greene at the Veterans Memorial Common and they are interested in replacing the lost Fur Tree. There were also 6-7 downed trees at Cow Pond that could be brought to the Friends of the Tree Warden's attention. The Commissioners agreed that it was a great idea to have them order more

Maple Trees. K. Bushnell suggested replacing the lost Beech Tree at the Town Field. D. Black stated that he will notify N. Greene of the suggested trees that the Commission would like replaced, a tree order should be placed later this week.

7. Vote to turn on the Basketball Court Lights (Hours of Operation)

D. Black updated that the lights on the basketball courts have been turned off since late November.

*Upon a motion by D. Black, seconded by K. Bushnell, it was:  
Voted to turn the basket lights on at both Cutler Field and the Town Field at 7:00 P.M and be  
extinguished at 9:00 P.M*

There was a brief discussion regarding the extinguished time being later to satisfy the needs of the community and an amended motion was made.

*Upon a motion by D. Black, seconded by A. Eliot, it was:  
Voted to turn the basketball lights on at both Cutler Field and the Town Field at 7:00 P.M. and to be  
extinguished at 10:00 P.M.*

***The motion passed by a roll call vote. (Yes: GC, KB, AE, DB)***

*Upon a motion by D. Black, seconded by K. Bushnell, it was:  
Voted to open all playing fields tomorrow, including baseball, lacrosse, and soccer.*

***The motion passed by a roll call vote. (Yes: GC, KB, AE, DB)***

8. New Basketball Hoop Discussion

The basketball hoop at the Town Field was vandalized by someone hanging on it and the hoop broke. O'Brien quoted the new basketball hoop to cost a total of \$325.00. D. Black stated that the HWD owns a welder that can be used to try to fix the broken hoop before the Commission purchases a new hoop.

*Upon a motion by D. Black, seconded by K. Bushnell, it was:  
Voted to approve the expenditure of \$325.00 to replace the broken basketball hoop at the Town Field.  
A. Eliot amended the order to include the condition: 1. If welding does not correct the original broken  
hoop.*

***The motion passed by a roll call vote. (Yes: AE, KB, GC, DB)***

9. Fertilization of the Commons Discussion

D. Black noticed that none of the commons have received fertilization and are lacking in growth and would like to reinstate that all the commons receive the same fertilization as the playing fields. K. Bushnell commented that the commons only require two treatments, once in the spring and then again in the fall, the commons do not contain any irrigation systems. D. Black estimated a \$600.00 annual cost based on two feedings on the Minute Man Common, Badger Common, and Prescott Common.

*Upon a motion by D. Black, seconded by G. Chalmers, it was:  
Voted to include Minute Man Common, Badger Common, and Prescott Common to receive two feedings  
in addition to the playing fields.*

***The motion passed by a roll call vote: (Yes: GC, KB, AE, DB)***

10. Mulching Stones at the Commons

D. Black requested that mulching of all the historical stones on the commons commence immediately. K. Bushnell questioned if the Gardening Club managed the historical stones. D. Black stated that the Garden Club does not and someone would need to be hired. A. Eliot agreed that the stones need to be protected and explained that the HWD provides mulch to the Garden Club and then they distribute it around Town. A. Eliot suggested that Lisa Murray from the

Garden Club be contacted and asked if they would consider mulching the following commons, Minute Man, Prescott, Charles Gordon, Veterans, Armstrong, and Wheeler. D. Black requested that the mulching be completed by Memorial Day.

#### 11. Cutler Basketball Court Repairs

G. Chalmers and D. Black conducted a site walk and noticed a crack from the center court 4 inches wide by 2 inches deep; there is a second crack which is not as severe. Vermont Tennis was requested to come out and provide an estimate due to safety concerns. K. Bushnell questioned if a crack sealer could be used. D. Black suggested star pack or stone dust for a temporary repair until a permanent repair could be permitted. G. Chalmers commented that the courts are being used regularly. The Commissioners agreed that D. Black could temporarily repair the court with stone dust to prevent any injuries.

#### 12. Tarbell Playground

The playground located at Tarbell School has not been maintained in multiple years. The chains are rusty and the metal needs a fresh coat of paint to improve both the appearance and preserve the playground. The HWD mows the grass on a regular basis. A professional painter would be required for proper coverage of the metal. A. Eliot commented that the new owners of the condominium had requested that the playground be removed. D. Black stated that the Select Board kept an easement on the playground and is under the Parks Commission's jurisdiction. J. Giger affirmed that the Town holds the easement in the deed. D. Black explained that fifteen years ago the Select Board requested to take over the responsibilities for the playground. K. Bushnell questioned how much it would cost to restore the playground and stated he would request estimates for the Commission.

#### 13. Port a Potties

It was decided that Port a potties would be provided for all user groups. The best price for six port a potties offered by Regional Restrooms amounted to \$125.00 a month for each unit. They would be provided from now to the end of the fiscal year.

K. Bushnell questioned if the company from Dunstable had been contacted. D. Black stated that the company never responded.

*Upon a motion by D. Black, seconded by K. Bushnell, it was:*

*Voted to hire Regional Restrooms to provide the Parks Commission with six port a potties from now until the end of the fiscal year.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

#### 14. Dumpsters

It was decided that dumpsters would be provided for all user groups. GW Shaw would provide two cubic yard dumpsters that would be emptied every other week for a total of \$145.00 a month. At the end of the season the dumpsters would be placed on vacation.

*Upon a motion by D. Black, seconded by K. Bushnell, it was:*

*Voted to request GW Shaw to place two dumpsters at Cow Pond, one located at the baseball complex and the second one at the soccer complex, not exceeding the total amount of \$145.00 a month.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

A. Elliot questioned if there would be an additional barrel placed at the fields. D. Black explained that the users would be responsible for placing any trash in the provided dumpsters. D. Pitkin questioned the previous dumpster located by the snack shack. D. Black confirmed that there would only be one dumpster and a recycling bin would not be provided.

#### 15. Cricket Discussion

G. Chalmers and D. Black met with a resident that requested permission to commence a cricket team at Cutler Field. To accommodate the request, a clay pitch 10 feet by 66 feet between the two lacrosse fields would be necessary. The league would be responsible for the construction of the pitch and any continuing maintenance expenses.

*Upon a motion by D. Black, seconded by A. Eliot, it was:*

*Voted to allow under supervision that an area be marked out and not interfere with the irrigation system and lie between the two consecutive lacrosse fields at Cutler Field.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

16. Pickleball discussion

Discussed during item 5.

17. Vandalism at Smith Pavilion

An Electrical outlet was kicked off the wall at the Smith Pavilion and Tim MacGregor replaced the damaged outlet. The Park Commission has not received an invoice for the work completed.

18. Over seed of Cow Pond 2

Cow Pond 2 will not be used this year due to last year's drought.

*Upon a motion by D. Black, seconded by A. Eliot, it was:*

*Voted to over seed Cow Pond 2 in the damaged areas.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

19. Tree trimming at OBG

George Bracket provided an estimate ranging from \$1000-\$1200 to perform minimal work at the OBG to prevent any damage to the stones. The HWD went through the OBG last week and removed all the debris that was left over from the winter.

*Upon a motion by D. Black, seconded by A. Eliot, it was:*

*Voted to sign a contract with George Bracket to perform tree removal from the Old Burial Ground, not exceeding \$1200.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

20. Carroll Wheeler Park

Priscilla Williams, Landscape Co. Owner, had contacted the Park Commission and performed pruning and trimming at the Carroll Wheeler Park. G. Chalmers notified the administrator at River Court Residence that their employees were taking cigarette breaks at the park and a smoker's receptacle had been placed on the Commission's property. A memo has been sent out to all the employees stating that the park is a smoke free area and the receptacle has been moved to the back lot located on River Court's property. G. Chalmers stated that the benches are in need of restoration and that the hole abutting the common area still needs to be addressed.

21. Flag order

*Upon a motion by A. Eliot, seconded by K. Bushnell, it was:*

*Voted to approve the annual flag order.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

22. Infield Groomer

The Infield groomer has been tuned and will be returned tomorrow. Bruce Bottamini is willing to groom the Town Field and the Fields at Cow Pond this summer.

23. Public Events (Memorial Day Parade, Fireworks, Veteran's Day)  
events are currently on hold.

All public

24. Field Use Permit Applications:

Pick Up Softball - Cow Pond, Field 3  
May 2, 2021- November 2021  
Sunday 9 AM- 11 AM

*Upon a motion by A. Eliot, seconded by G. Chalmers, it was:  
Voted to approve the Field Use Permit Application submitted by the Pick-Up Softball for the use of Cow Pond, Field 3, May 2, 2021- November 2021, Sunday 9 AM- 11 AM.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

GDYSL-Cow Pond 1, 3, and 4  
April 5, 21- June 25, 21  
Monday – Saturday 8 AM-8PM

*Upon a motion by D. Black, seconded by A. Eliot it was:  
Voted to approve the Field Use Permit Application submitted by the GDYSL for the use of Cow Pond 1, 3 and 4, April 5, 21- June 25, 21, Monday – Saturday 8 AM-8PM.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

Groton Public Library Event-Summer Reading- Behind the Library  
Thursday, June 17, 2021- 10 AM-2:30 PM

Groton Public Library Event-Summer Reading- Behind the Library  
August 18, 2021- 10:30 AM- 12:30 PM

*Upon a motion by A. Eliot, seconded by K. Bushnell, it was:  
Voted to approve the Field Use Permit Application from the Groton Library for the use of the Town Field for both June 17, 2021 and August 18, 2021 with the following condition: 1. Be compliant with the state guidelines.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

Lauren Sanchez noted that the Library Events could expect up to one hundred people. A. Eliot stated that the Park Commissioners have been following the state's protocols on Covid restrictions. D. Pitkin mentioned that the local BOH also needed to be notified.

COA Pickleball League- Lost Lake Court  
April 13, 2021- September 30, 2021  
Tuesday and Thursday's 9 AM- 1 PM

*Upon a motion by A. Eliot, seconded by K. Bushnell, it was:  
Voted to approve the Field Use Permit Application submitted by the COA Pickleball League for the use of the Lost Lake Court with the following condition: 1. Be compliant with the state guidelines.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

LA JV Baseball Team Practice  
March 30th – May 28th, 2021  
Tuesday, Wednesday, Thursday, Friday- 3:45 PM- 5 PM

GDHS Baseball-Town Baseball Field  
Thursday's 3:30-5:30 PM Practices. Games TBA

Tuesday, Wednesday,

*Upon a motion by D. Black, seconded by A. Eliot, it was:  
Voted to approve the Field Use Permit Application for both the LA JV Baseball Team Practice and Groton Dunstable High School to use the Town Field as long as they manage any conflicting schedules.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

Pickleball Courts-George and Agnes Ryder Park  
September 30, 2021

April 1, 2021-  
Monday Evenings 5PM- 7PM

*Upon a motion by D. Black, seconded by A. Eliot, it was:  
Voted to approve the Field Use Permit Application submitted by the Pickleball Courts for the use of George and Agnes Ryder Park from April 1, 2021- September 30, 2021.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

A. Eliot commented that the board needs to be aware of the CPA funded Pickleball courts located at the Country Club.

Jazz Group Concert- Gazebo/Town field  
3:00 -5:00 PM (Mother's Day)

Sunday, May 9 2021,

*Upon a motion by A. Eliot seconded by G. Chalmers, it was:  
Voted to approve the Jazz Group Concert's Field Use Permit Application for the use of the Gazebo/Town field on Sunday, May 9, 2021, between 3:00 -5:00 PM.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

A. Eliot requested that Carry In and Carry Out protocols be complied to.

BSA Troop 3 Eagle Scout Ceremony- Town Field and Smith Social Pavilion Sunday, June 6, 2021 1:00 PM- 5:00 PM

*Upon a motion by K. Bushnell, seconded A. Eliot, it was:  
Voted to approve the Field Use Permit Application submitted by the BSA Troop 3 Eagle Scouts for the use of the Town Field and Smith Social Pavilion on Sunday, June 6, 2021 between 1:00 PM- 5:00 PM.  
**The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

K. Bushnell suggested that Lawrence Academy be responsible for grooming the baseball fields after using them. D. Black stated that he had already received confirmation that LA would take care of the grooming.

G. Chalmers recommended that the current CDC rules and regulations be added to the Field Use Permit. D. Pitkin suggested that state regulations and guidelines were followed whereas the CDC guidelines are constantly changing.

25. Commissioner Updates

None

26. Approve Invoices

*Upon a motion by A. Eliot, seconded by K. Bushnell it was:*

*Voted to authorize Donald Black to sign the approved invoices made by the Park Commissioners.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB) DB-Abstain***

*Upon a motion by A. Eliot, seconded by G. Chalmers, it was:*

*Voted to approve and pay the invoice from the Groton Electric Company for the amount of \$442.07 for the month of March.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

*Upon a motion by A. Eliot, seconded by G. Chalmers, it was:*

*approve and pay the invoice from Dawson Landscape for the amount of \$644.00.*

*Voted to*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

*Upon a motion by A. Eliot, seconded by K. Bushnell, it was:*

*Voted to approve and pay the invoice from Waste Not for the amount of \$135.00 for the month of March.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

22. Approve Minutes

*Upon a motion by A. Eliot, seconded by G. Chalmers, it was:*

*Voted to approve the meeting minutes for February 2, 2021 as written.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***

23. Adjourn

**8:50 P.M.**

*Upon a motion by A. Eliot, seconded by K. Bushnell, it was;*

*Voted to adjourn the public hearing at 8:50 P.M.*

***The motion passed by a roll call vote. (Yes: GC, AE, KB, DB)***