## Meeting Minutes

## Park Commissioners

Donald Black, Chair

Brenden Mahoney, Vice Chair

Anna Eliot

Gail Chalmers

## TOWN OF GROTON

Park Commission

173 Main Street

Groton, MA 01450

Tel: 978-732-1893

parks@grotonma.gov

**Date: Tuesday November 15, 2022**

**Time: 5:00 PM**

**Location: Town Hall, First Floor Meeting Room**

**Commissioners Present: Donald Black, Anna Eliot, Gail Chalmers**

**Others Present: Tammi Mickel - Parks Assistant, Don Barry, Dave Greenwood**

**5:00 PM**  Chairman Donald Black calls meeting to order.

**Light control at fields**  D. Black will have all power pulled at all fields in effort to conserve energy through the winter time with the exception of the Cutler basketball court and town field basketball court.

**Trash containers** We have 4 trash containers at Town Field, 1 at Cutler, 1 at Woitowicz and 2 dumpsters Cow Pond. We will close down and lock the dumpsters at Cow Pond Brook for the winter. We will remove the trash container at Woitowicz field, and 2 at Town field. We will leave the trash container at Cutler basketball court and leave 1 at Town Field playground and basketball court.

Upon a motion made by A. Eliot, Seconded by G. Chambers

Voted to shut down the 2 dumpsters at Cow Pond Brook, remove all other trash containers with the exception of one at Cutler basketball court, one at Town Field basketball court and one at Town Field playground.

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

**Trash in -Trash out policy** We will discuss the over the winter on implementing a trash in-trash out policy. We will need to get the word out and the potential of having signs to implement the policy.

**Port a Potty Removal** We will have the port a potty’s removed at all recreation sites with the exception of one that will be left at the town field playground area.

**Cow Pond Parking**  D. Black met with Tom Delany and Troy Connoly on the moving stones on the edge of Cow Pond Brook Road towards the soccer fields it will create additional parking in a perpendicular fashion that will increase parking by 40 spaces. Tom Delany is on board and will move forward on creating that parking area. We will need some signage to specify parking be perpendicular. The parking area will be ready for the spring season.

**Cow Pond Slice Seeding** The slice seeding turned out so well on Cow Pond 1 soccer field, the soccer group decided they would slice seed the rest of the soccer fields which is completed and starter fertilizer has been put down. The soccer group paid for the slice seeding. A. Eliot asked we keep track of the money being put into the fields for the CPC. D. Black has the cost proposals.

**Proposed Sign for Baseball Field Entrance at Cow Pond Brook** Brian Cirrisi who is the new president of the Groton Dunstable Youth Baseball emailed offering to have a sign donated for the entrance of the baseball field at Cow Pond Brook field. The committee requested Brian start with the sign committee first to get approval. Once they get approval, we can discuss the proposed sign and location.

**Field Use Forms Designee** Don Black discussed having Tammi Mickel be able to approve field use form request forms for use of playground, gazebo, birthday parties, ect.

Upon a motion made by G. Chambers, Seconded by A. Eliot

Voted to allow Tammi Mickel approve Field Use Requests.

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

**Sandy Pond Soccer** There is a specialty soccer group for adults that would like to use a small portion of the field at Cow Pond Brook once a week for the purpose of instructional play of soccer. This would not begin until the spring. A. Eliot said they should still fill out the field use form. Dave who runs Sandy Pond Soccer lives in Ayer is not from Groton but there are residents of Groton that would be participating on the team. A. Eliot said we should make it they could use the field with the provision a designee from the town of Groton who is on the team sign the application.

**Winterization Update** All of the irrigation systems have been shut down and winterized properly.

**CPC and 40B update** D. Black filed 2 CPC applications. One is to redo/regrade/refinish the major league baseball diamond at the Town Field and one is to revitalize what used to be little league fields at Cutler field and turn them into fields for softball. Don Barry, President of the Groton Dunstable youth softball and Dave Greenwood, Vice President of Groton Dunstable youth softball were present in the discussion. D. Black said there is a shortage of girls’ softball diamonds. The high school is limiting use for the GD youth softball and the middle school is under construction. Where the initial application has been submitted, we need to work on the final submittal with a diagram, layout and bids. If this were to be approved by the CPC, it would go to the town meeting in the spring and the funds would not be available until July. A. Eliot encouraged Don Barry and Dave Greenwood to make a presence at CPC meetings as it will show the support from the community. D. Black recommended Don and Dave meet with him to devise a plan on moving forward.

**Dawn to Dusk policy for field use** Discussion of parks being open from dawn to dusk policy and updating the field use forms to reflect policy. In addition to adding a dawn to dusk policy, look into updating the forms to have a signature specifically for understanding the rules and regulations section and the possibly having an additional request for after dusk use.

**Budget Report** YTD we have spent approx. $25,214.30, or 45%, of our $55,759 budget leaving about $30,544.70 in our general expense account.

**Bills:** All invoices were reviewed:

|  |  |
| --- | --- |
| Groton Electric | $1,245.40 |
| Regional Restrooms | $1,072.50 |
| E.L. Harvey | $404.00 |
| G.W. Shaw | $140.00 |
| Turf Unlimited | $2,805.53 |
| Moison Hardware | $164.47 |
| MTE, Inc | $555.39 |
| Total | $6,387.29 |

Upon a motion made by D. Black seconded by G. Chambers, it was:

Voted to approve all invoices due.

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

**Commissioner updates** There was some discussion on improvements the Cow Pond field area. This will be discussed at the next meeting in December when all members of the Committee can be present.

**Approval of Minutes:** The minutes from the October 4, 2022 meeting were emailed to all commissioners for review.

Upon a motion made by A. Eliot, seconded by G. Chalmers, it was;

Voted to approve the minutes from October 4, 2022 as presented

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

**Adjourn:** Commissioner D. Black calls to adjourn at: 6:13PM.

Upon a motion made by G. Chalmers, seconded by A, Eliot, it was;

Voted to adjourn the November Parks Commission meeting.

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

**Next Meeting: December 13, 2022**

**Meeting Minutes Respectfully Submitted by: Tammi Mickel, Parks Assistant**

Date Approved: December 13, 2022