



TOWN OF GROTON
Park Commission
Town Hall
1st Floor Meeting Room

PARK COMMISSION
Brenden Mahoney, Chair
Anna Eliot, Vice Chair
Mary Jennings, Member
Jeffrey Ohringer, Member
Brian Edmonds, Member

Date: Tuesday September 3, 2024
Time: 5:00 PM
Location: 1st Floor Meeting Room
Members Present: Brenden Mahoney, Anna Eliot, Jeffrey Ohringer, Brian Edmonds
Members Not Present: Mary Jennings
Others Present: Katie Berry, Don Black, Mark Haddad via Zoom

Brenden Mahoney called the meeting to order at 5:19 p.m.

Discussion with Town Manager, Mark Haddad on 2024-04 Town Field CPA Project- Mark Haddad shared that he has met with the Community Preservation Committee to seek approval to amend the 2024-04 Town Field project, to do a complete field study, and potentially improve the entire area, hoping for the possibility of dugouts, lights, etc. There have been 25-30 firms seeking bid specs for the project, proposals due Monday September 9th. The plan would be to come to the CPC with a full application for the renovation for FY26, and to utilize the 2024-04 project funds to do the concept design. Mr. Haddad shared that he has met with a few firms on site, and there is a lot of excitement about the project. Jeff Ohringer suggested using the same firm for Cow Pond and Town Field. Anna Eliot asked if the project would include sanitary facilities, to which Mr. Haddad stated yes, that is to be included. Mark Haddad shared his support for Brenden Mahoney, who has been an accomplished chair. Don Black offered a letter of support for the project, as the initial applicant.

Discussion with Don Black, Project Applicant, on 2024-05 Construct 2 Softball Diamonds at Cutler Field- Procurement Update- Don Black, project applicant was present and shared updates on procurement for the Cutler Field project. The (3) bids were from J & Co Turf for \$52,360.00, NE Sports Turf at \$48,000.00, and North Turf for \$47,480.00. Mr. Black shared his support for the NE Sports turf bid, at only \$520.00 over the lowest bid, as he has done work on other Parks parcels, and has the specialized equipment in-house. Jeff Ohringer shared his positive experiences with NE Sports Turf at Cow Pond Fields. Jeff Ohringer moved to accept the bid by NE Sports Turf for \$48,000.00, Anna Eliot seconded, with Brian Edmonds making note of the June 2023 vote taken by the Park Commission to withdraw the project application, which was later rescinded and reconsidered in favor of moving forward, and suggested that the Commission move forward in a more organized manner with less confusion, Brenden Mahoney agreed with Mr. Edmonds and explained the previous situation, after discussion, and the motion carried unanimously. Jeff Ohringer raised the question of who will take care of these newly redone fields, which was discussed amongst the Commissioners and Don Black. Anna Eliot suggested that User Groups could file a CPA application for equipment to maintain the fields.

Park Commission Properties- Assigned Commissioner updates and estimates- Jeff Ohringer shared that the infields for the Cow Pond Baseball fields need cutting. Brenden Mahoney shared that recently a gentleman got confused while trying to find the transfer station and drove onto Cow Pond fields, so a chain and poles have been purchased to be installed, keeping cars off the area. Katie Berry presented a Memorandum of Understanding, as was requested by the Select Board for the 9 West Main St proposed store. Anna Eliot moved to accept the Memorandum of Understanding between the Park Commission and Mr. Sachin Patel, with the addition of his responsibility to add and maintain a trash receptacle, Brian Edmond seconded, and the motion carried unanimously. Anna Eliot shared that she has met with Chad of CBF Landworks for renovation of the mulch area at Christine Hanson Memorial Playground, she also spoke with Moison's about sand for the sandbox, and has a call into O'Brien's for repair of the adaptive swing. Brian Edmonds moved to accept the mulch renovation and sand installation work proposed by CPF Landworks, not to exceed 4,500, Anna Eliot seconded, and the motion carried unanimously.

Discussion on Policies and Procedures Manual - Field Usage and Fees- Brian Edmonds shared that he had a successful meeting with the Town Manager, Mark Haddad, to discuss a policy and procedures manual, to be created for the Park Commission, drawing attention to the Select Board procedures manual, as well as looking at fee structure, to offset expenses, and to create a clear definition for the administrator role. Mr. Edmonds shared that the Town Manager also offered some review, if needed, for certain components. Jeff Ohringer shared that he worries about imposing fees, when user groups spend a great deal of money maintaining fields. Mr. Ohringer added that in his connection with Groton Dunstable Youth Soccer and Cow Pond, that they have spent over \$15,000.00 on the fields to make them look as good as they currently do, they won't put addition money in caring for fields if they are charged fees. Anna Eliot and Brenden Mahoney agreed that the contributions of the user groups are beneficial, and that user groups need to be involved in decision making.

2022-02 Feasibility Study Updates & 2025-02 Cow Pond Play Fields Bid Review/Discussion- Anna Eliot shared that she and Jeff Ohringer have reviewed the (3) bids received for the 2025-02 Cow Pond Play fields concept design, and while all 3 would provide an adequate design, the preferred vendor was Activitas, as their local experience stood out. The Commissioners reviewed and discussed the bids, with Brian Edmonds motioned that we request a digital copy of the proposal and schedule an interview with Activitas in October or November, Jeff Ohringer seconded, and the motion carried unanimously. Mr. Edmonds suggested that the Commission discuss and decide whether they would be moving forward with the Article 97 issue with Parcel 39, the hill. The Commission discussed the Article 97 potential concerns. The Commission also reviewed information provided by the Affordable Housing Trust for the parcel abutting Hoyts Wharf. Anna Eliot shared her support for, and suggested the Park Commission draft a letter of support for, the Affordable Housing Trust project, utilizing 7 acres of the 64-acre parcel Town owned parcel on the corner of Cow Pond Brook Rd and Hoyts Wharf. Jeff Ohringer and Brenden Mahoney did not support the project, and would not be in favor of a letter of support, at this time.

Capital Improvement Budget Planning Discussion- The Commission discussed Capital Improvement funds with Brian Edmonds sharing his support for renovation for Carol Wheeler Park, including paving, cleanup, and new benches.

Park Commission Budget Updates- Katie Berry presented current invoices and budgets to the Commissioners.

Old/New Business:

Sign permits/ invoices- Park Commissioners signed FY24 Expense and FY24 Capital invoices to be processed.

Approve August 1, 2024 Minutes – Brian Edmonds moved to accept the meeting minutes of August 1, 2024, as submitted, Anna Eliot seconded, and the motion carried unanimously.

Commission Reorganization- Jeff Ohringer moved for Brenden Mahoney to remain Chair, Brian Edmonds seconded, and the motion carried unanimously. Brian Edmonds moved for Anna Eliot to remain CPC Representative, Jeff Ohringer seconded, and the motion carried unanimously. Anna Eliot moved for Brian Edmonds to be Vice Chair, Jeff Ohringer seconded, and the motion carried unanimously.

Schedule Next Meeting and Adjourn- Tuesday October 1st, 2024 5:00pm

Brian Edmonds moved to adjourn at 7:13pm, Brenden Mahoney seconded, and the motion carried unanimously.

Minutes by Katie Berry, Interdepartmental Administrative Assistant.

APPROVED: 10/1/24
