



OFFICE OF THE PARK COMMISSION  
TOWN HALL, 511 MAIN STREET  
DUNSTABLE, MA 01827-1313  
978-649-4514 x224

## **PARK COMMISSION MEETING MINUTES**

Approved: Draft

Meeting Date: **February 7, 2023**

### Scheduled Agenda Items:

1. Review and approval of meeting minutes: Nov 9, 2022
2. December 13 meeting cancelled. Both Park and Rec chairs unable to attend.
3. Jan 10 meeting cancelled. No quorum for both boards
4. Ice rink and the future viability of
5. Larter Shed repair needed and uses for the future
6. Dogs at Larter
7. Recreations Topics
  - A. Field Use Applications
  - B. Field Use Application Form Update
  - C. Shed Utilization and Improvements
  - D. Request for donation from GDRSD PE/Health coordinator
8. Parks Topics
  - A. FY23 Budget and Project Priorities
  - B. 2024 Budget requests
  - C. Tennis court/ options for going forward
  - D. New Parks member needed
  - E. Dogwood Trees (2) offered for Town Common
9. New Business, As Needed
10. Tentative Next meeting March 14, 2023

### **Meeting Minutes.**

1. This was a joint meeting of the Park Commissioners and the Recreation Commissioners and was conducted in the Town Hall.

- A. Attending the meeting for the Park Commission and a quorum being present:  
Tiffany Naughton, and Jean Phelan.

- B. Attending the meeting for the Recreation Commission and a quorum being present: Dawn Dorr, Tiffany Naughton, Jeffery Hastings, Brian Locapo and Charlie Lippman.
  - C. Other Attending: Dawn Theberge, Parks Commission Candidate.
- 1. The meeting came to order at 6:34 PM. Meeting minutes from the previous joint committee meeting of Nov 9, 2022, were reviewed, and approved by those present. Meeting minutes will be posted to the Town website. It was acknowledged that the previous 2 meetings were cancelled as a quorum was not met.
- 2. Joint topics discussed
  - A. Ice Rink and Feasibility for continuing. It was decided with the failure to consistently freeze that it will most likely be discontinued for next year. Brain will update on options after he discusses with the contractor.
  - B. Later Sheds repair and use. It was decided that we could start with the back shed used by the ball teams and try to get a separate quote for that. This would entail installing a 7' wide garage door to accommodate the grading machine, fixing the door molding and compromised siding. To be voted on at next meeting. If budget allows this would be completed hopefully by the start of the softball season. The remaining sheds repair would be done in the next fiscal year or as budget allows.
  - C. Dogs at Larter. It was decided to wait on additional signs to see if the problem persists.
  - D. Tennis courts going forward. There was strong interest in moving the Tennis courts to Larter field in the approximate area that the Ice rink is now. This had been previously discussed with the Capital Planning Committee. Also discussed was the possibility of putting a Deck Hockey rink where the existing Tennis courts are. Further study and research etc. will be done to determine feasibility of both scenarios.
- 3. Recreation Topics.
  - A. Field Use Application Form Update. The updated form was completed and submitted by Tiffany Naughton. It will be slightly amended and submitted for review at next meeting.
  - B. GDRSD- Sledding at larter approved for outing.
- 4. Park Topics.
  - A. Remaining funds for 2023 budget reviewed and project priorities discussed. See additional list attached.

- B. New parks candidate Dawn Theberge confirmed her desire to join parks and members agreed to move her to the next step for appointment after hearing from her and her interests and availability.
  - C. Mr. Martin from Road Committee expressed an interest in planting 2 Dogwood trees at Town common. The committee feels selectman have more control over the common so it would be a good idea to contact them. However, it is a gray area and Parks would like to have input on placement and final decision. It was requested for Mr. Martin to contact the Chair for further discussion as well as the selectmen
5. The meeting was adjourned at 8:20 PM.

Respectfully Submitted,  
Jean Phelan  
Park Commissioner

Dunstable Parks and Recs to do list 2022/23 Budget. End date June 30, 2023

- 1- Well Repair and service
- 2- Irrigation repair as needed
- 3- Larter Recs Shed repair – New garage door and misc. repair
- 4- Larter Playground Mulch spread
- 5- Babe Ruth Field Rehabbed
- 6- Stone dust added to softball dugout
- 7- Calcitic Lime applied to Larter field
- 8- Organic Fertilizer applied to Larter field. Promote seed germination, soil structure and health
- 9- Playground mulch- rake mounds into holes- Larter and Swallow Union
- 10- Spread playground mulch dropped at Larter
- 11- Mulch 3 trees at Swallow union

Dunstable Parks and Recs to do list 2023/24 Budget. July1 to June 30, 2024

- 1- Finish remaining work needed on Larter sheds
- 2- Monthly Power rake of Ball fields for July and august

3- Sink holes repaired in Larter parking lot and Larter soccer field

4- Cracks filled in Basketball court at larter

5- Beach sand applied to Larter Volleyball courts

6- Late season organic fertilizer applied to larter field