



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

## **PARK COMMISSION MEETING MINUTES**

Meeting Date: **November 9, 2022**

### **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: Philip Denyse, 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: Don Barry of GDYSL
2. The meeting came to order at 7:04 PM. Meeting minutes from the previous joint committee meeting of October 12, 2022, were reviewed, and approved.
3. Financial Status Discussion.
  - a. New Invoices and Bills. New bills are documented in the attached enclosure.
4. Recreation Topics.
  - a. Field Application and Use Discussion. No new field applications have been received.
  - b. Field Use Application Form Update. No updates.
  - c. Softball Field discussions with Don Barry, President GDYSL. Plan for NEA to add infield mix in early spring (date dependent on weather) to correct the lip at the edge of the infield. Plan to also add stone dust to dugouts at the same time.
  - d. Larter Dog Leash Discussion. On hold.
  - e. Shed Utilization and Access. GDYSL Groomer has been removed and the organization organized and swept out the shed. Ms. Naughton and Mr. Locapo are continuing their research on the topic for cost effective options for adding appropriate storage for a machine at Larter Field for next season.
5. Parks Topics
  - a. Selection of New Chairperson: Phil DeNyse has resigned as a Park Commissioner and the committee needs a new chair. Jean Phelan agreed to take

over the role as chair. Motion made by Phil DeNyse and seconded by Tiffany Naughton. Unanimous.

- b. Tennis Court update. Phil to meet with CPC on 11/10 to update on where the project is currently. Boards to discuss the future of the project at upcoming meetings.
  - c. Winter Projects.
    - i. Recreation: Skating Rink. Rink will be installed 12/14/22 weather dependent. Brian Locapo will be present to monitor and assist with install and coordination of water delivery. Total cost is Expected to be \$2,500. Tiffany Naughton to contact Express Sign for an updated quote on signs.
    - ii. Parks: Plowing Larter Field Track. Jean to work on the date to purchase additional wooden stakes and install. Tiffany to send out requests for bids for the clearing of the track. Plan to request from previous contractor The Craftsman, New England Acreage-current landscaper from the town and one party who expressed interest-Zack Goss.
  - d. Spring Projects: Mulch at Larter Playground.
  - e. NEA Contract Updates: NEA plans to Fertilize Larter Field November 15th after the completion of full fields aeration. Regarding Softball field maintenance, plan for NEA to weed in May and June 2023 to make up for missed maintenance 2022.
5. The Park and Recreation committees would like to thank Phil DeNyse for his knowledge, direction, and dedication over the last 5 and a half years.
6. The meeting was adjourned at 8:55 PM.

Respectfully Submitted,

Tiffany Naughton  
Park Commissioner

Enclosure  
Parks Bill Summary

Parks and Recreations Bill Summary Discussion List for November 9, 2022 Meeting

<b>Invoice Date</b>	<b>Company</b>	<b>Service Provided</b>	<b>Amount (\$)</b>	<b>Responsible Committee</b>
2022-11-01	New England Acreage Group	Landscaping Services Invoice #5128 (Bill 7 of 8)	\$5291.25	Parks
2022-xx-xx	PowerHouse Restrooms	Portable Bathrooms Invoice #1877	\$400.00	Recs