



OFFICE OF THE PARKS COMMISSION  
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## **PARKS COMMISSION MEETING MINUTES**

Approved: **June 3, 2019**

Meeting Date: **May 7, 2019**

### **Scheduled Agenda Items:**

1. Review and approval of meeting minutes: April 3, 2019.
2. Financial Status Discussion
  - A. New Invoices and Bills
  - B. Financial Projections for FY19
3. Recreations Topics
  - A. Applications for Field Use, as needed.
  - B. Portable Bathrooms Deployment
  - C. Spring Preparations: Volleyball and Tennis Court nets
4. Parks Topics
  - A. Landscape Contract Status
  - B. Status of Softball Field Conversion and Dugout Roof Replacement
5. Joint Issues
  - A. Prioritized Project List Discussion for FY19
6. New Business
  - A. Summer Concert Preparations
7. Next Meeting Schedule.

### **Meeting Minutes.**

1. This was a joint meeting of the Park Commissioners and the Recreation Commissioners in the lower level of the Town Hall.
  - a. Attending the meeting for the Parks Commission and a quorum being present: David Greenwood and Philip DeNyse. Not present: Tiffany Naughton.
  - b. Attending the meeting for the Recreation Commission and a quorum not being present: Jeffery Hastings and Brian Locapo. Not present: Derek Bernard, Tiffany Naughton, and James Tully.

- c. Also attending for a portion of the meeting were Joe Cataldo and Matt of MJ Cataldo.
2. The meeting came to order at 5:40 PM. Meeting minutes from the previous joint committee meeting of March 4, 2019 were reviewed and approved by a vote of 2-0 for Parks. Members of the Receptions Committee present offered no corrections or additions to the draft minutes under review and expressed satisfaction with the content of the minutes. Minutes will be posted to the Town web site page.
3. Financial Status Discussion.
  - a. New Invoices and Bills. The O'Brien invoice for the new trash receptacle was \$35 more than was voted on in by Parks. The additional cost was for shipping of the item. The Parks Commissioners voted 2-0 to approve the additional \$35.
  - b. Financial Projections for FY19. The commissioners discussed the balances in the different accounts for the balance of the year.
4. Receptions Topics.
  - a. Applications for Field Use. None were discussed.
  - b. Portable Bathrooms Deployment. The need vendor will provide additional unit the Town Common this month. Billing will be on quarterly basis.
  - c. Spring Preparations: Volleyball and Tennis Court nets. Mr. Hastings indicated he would contact Mr. Bernard to set up the Volleyball net soon.
5. Parks Topics.
  - a. Landscape Contract Progress. Mowing under the new landscape contract will begin this month. Mr. Cataldo was asked if they could mow this upcoming Saturday to ensure the Larter soccer fields are playable. The grass on the fields is very long due to an abundance of rain this spring.
  - b. Larter Field Softball Conversion. The commissioners discussed the need for conversion of the Larter baseball fields to a softball configuration. There was discussion of the merits of converting one or two fields. The CPC approved funds for one and this is what will be voted on at Town Meeting. There was discussion on the technical details of how to convert the field, amount and type of fill, irrigation changes, and dimensions of the area with MJ Cataldo representatives. They are interested in submitting a bid for the work.
6. Joint Issues.
  - a. Prioritized Project List Discussion for FY19. A number of different projects were discussed to improve and maintain parks and recreations spaces. Some topics included new benches, crack filling the Larter field

parking lot, installing new gates at Larter field, new bases and equipment lockers at Larter, and the general topic of storage and sheds at Larter.

7. The meeting was adjourned at 6:56 PM. The next meeting is planned for June 3, 2019 at 5:30 PM in the Town Hall.

Respectfully Submitted,

Philip J. DeNyse  
Parks Commissioner