



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

Approved: **August 11, 2020**

Meeting Date: **June 15, 2020**

### **Scheduled Agenda Items:**

1. Review and approval of meeting minutes: March 28, 2020.
2. Financial Status Discussion
  - A. New Invoices and Bills
3. Recreations Topics
  - A. COVID-19 State of Emergency and Field Use: Phase 2 & 3
  - B. Softball Field Use at Larter Field
4. Parks Topics, as needed
5. Joint Issues
  - A. Year End Budget Expenses: Prioritization of Previously Identified Projects
6. New Business, As Needed

### **Meeting Minutes.**

1. This was a joint meeting of the Park Commissioners and the Recreation Commissioners conducted using the Zoom video conferencing application.
  - a. Attending the meeting for the Park Commission and a quorum being present: Tiffany Naughton, and Philip DeNyse.
  - b. Attending the meeting for the Recreation Commission and a quorum being present: Jeffery Hastings, Brian Locapo, and Tiffany Naughton. Not present: Dawn Dorr and James Tully.
2. The meeting came to order at 11:00 AM. Meeting minutes from the previous joint committee meeting of March 28, 2020 were reviewed and approved by a vote of 2-0 for Parks and 3-0 for Recreations. Minutes will be posted to the Town web site.
3. Financial Status Discussion.
  - a. New Invoices and Bills. Invoices and bills are listed in the attachment and were approved by their respective committees.
4. Recreations Topics.
  - a. COVID-19 State of Emergency and Field Use: Phase 2 & 3. The committees discussed the transition between the phases and the ability of the public to use the facilities.

- b. Babe Ruth Field. There has been a request to use the field for practice or possibly games in mid-July. Additional details need to be acquired.
- 5. Joint Issues.
  - a. Year End Budget Expenses: Prioritization of Previously Identified Projects. The committees discussed several different maintenance needs and projects. The committee decided on the following projects which could be funded with this fiscal year's budget and completed by the end of June.
  - b. Park projects: (1) Remove unused items from the Larter Field shed and the Babe Ruth shed [\$400]. The sheds have numerous items which are no longer used and out of service. DPS will provide the larger item removal. (2) Cut the brush at the southern edge of the Town Common [\$800].
  - c. Recreations projects: (1) Tree pruning on the edge of the Town Common, nine trees [\$1575], (2) Add new wood chips to the Larter Field and Swallow Union playgrounds [\$6770].
- 6. The meeting was adjourned at 12:20 PM.

Respectfully Submitted,  
Philip J. DeNyse  
Park Commissioner

Attachment: Parks and Recreations Bill Summary for June 2020

Parks and Recreations Bill Summary Discussion List for June 15, 2020 Meeting

Invoice Date	Company	Service Provided	Amount (\$)	Responsible Committee
06-03-2020	Cataldo	Landscape Services #202163316	\$ 5928.00	Parks
06-04-2020	National Grid	Electric Service	\$65.14	Parks
06-30-2020	Cataldo	Brush Cutting #202163449	\$ 800.00	Parks
06-19-2020	DPS Trash & Recycling	Large Item Pickup at Larter and SU	\$ 400.00	Parks
		Decorating Contest Prizes	\$ 200.00	Recs
		Tree Pruning	\$1575.00	Recs
		Playground Wood Chips for Larter and SU	\$ 6770.00	Recs