



OFFICE OF THE PARK COMMISSION
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PARK COMMISSION MEETING MINUTES

Approved: **January 26, 2021**

Meeting Date: **November 24, 2020**

Scheduled Agenda Items:

1. Review and approval of meeting minutes: October 15, 2020.
2. Financial Status Discussion
 - A. New Invoices and Bills
3. Recreations Topics
 - A. Field Applications and Use Discussion
 - B. COVID-19 State of Emergency and Field Use
4. Parks Topics
 - A. Tennis Courts Rehabilitation Project Status
 - B. Maintenance at Larter Field: Fall Maintenance
 - C. Trash Service Discussion
5. Joint Issues
 - A. FY 2021 Budget Review
 - B. Prioritization of 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, Philip DeNyse, and Jean Phelan.
 - b. Attending the meeting for the Recreation Commission and a quorum being present: Dawn Dorr, Brian Locapo, Tiffany Naughton, Jeffery Hastings and Charlie Lippman. Others attending: Maria Amodei, Board of Health.
2. The meeting came to order at 7:00 PM. Meeting minutes from the previous joint committee meeting of October 15th, 2020 was reviewed and approved by a vote of 3-0 for Parks and 5-0 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. Field Applications, Use, and COVID-19. The committees discussed with Ms. Amodei measures to provide opportunities for Dunstable citizens to continue to be outside during the pandemic. Plowing of the paved circle at Larter was discussed and it was agreed this was a good idea. Plowing companies will be asked for quotes for the task. Also discussed was if installing a temporary skating rink at Larter was possible. This idea would involve more cost and would need the help of the fire department to fill the rink. More investigation on the feasibility of this approach is needed. Many felt the skating opportunities at Woodward pond was sufficient and incurred no additional cost. Another idea discussed was having town contests for building snow sculptures.
 - b. COVID-19 State of Emergency and Field Use. No new measures in place.
- 5. Park Topics.
 - a. Tennis Courts Rehabilitation Project Status. Mr. DeNyse continues to work the documentation to implement this project.
 - b. Larter Field Dugout Roofs. Agreement was reached on the increase in cost due to the rise in lumber prices. Additional cost does not exceed the CPA approved funds for the project. Construction will begin as soon as weather permits.
- 6. Joint Issues.
 - a. FY 2021 Budget Review. The committees reviewed current budget with current expenditures and proposed expenditures for the upcoming year.
 - b. Prioritization of Projects. Not discussed.
- 7. The meeting was adjourned at 8:30 PM.

Respectfully Submitted,

Philip J. DeNyse
Park Commissioner

Attachment: Parks and Recreations Bill Summary for Nov 2020

Parks and Recreations Bill Summary Discussion List for November 24, 2020 Meeting

Invoice Date	Company	Service Provided	Amount (\$)	Responsible Committee
08-19-2020	Cataldo	Irrigation Sprinkler Head, #202163702	100.00	Parks
11-02-2020	Cataldo	Landscape Services Payment Invoice #202164053	5928.00	Parks
10-21-2020	Instant Portables	Portable bathrooms, invoice #14745	280.00	Recs
11-18-2020	Instant Portables	Portable bathrooms, invoice #15137	140.00	Recs
11-05-2020	National Grid	Electric Service	71.85	Parks