



OFFICE OF THE PARK COMMISSION
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PARK COMMISSION MEETING MINUTES

Approved: **August 10, 2021**

Meeting Date: **July 08, 2021**

Scheduled Agenda Items:

1. Review and approval of meeting minutes: May 27, 2021.
2. Financial Status Discussion
 - A. New Invoices and Bills
3. Recreations Topics
 - A. Field Applications and Use Discussion
 - B. Tennis/Pickleball Lessons
4. Parks Topics
 - A. Status of Larter Field Maintenance: Irrigation & Sheds
 - B. Residual Spring Tasks Not Awarded: SU Ballfield
 - C. Additional Equipment Purchase Recommendations
5. 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 not being present: Tiffany Naughton and Brian Locapo. Not present: Charlie Lippman, Dawn Dorr, and Jeffery Hastings.
2. The meeting came to order at 3:39 PM. Meeting minutes from the previous joint committee meeting of May 27, 2021 was reviewed and approved by a vote of 3-0 for Parks.
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. Recreation Topics.
 - a. Field Applications and Inquiries.
 - i. Innovation Academy of Tyngsboro is again interested in using the Babe Ruth field adjacent to Swallow Union lower field. They are interested in

the Spring 2022 season potentially starting in late March until June. Field use would be five days a week. Committee discussed a fee of \$2000 for the season consistent with other field use fees. Further discussions with the Academy are needed to explore the condition of the field and maintenance and use expectations.

- ii. Cricket Field. A member of the public has expressed interest in having a cricket field at Larter Field. Mr. Lippman to gather more information about the need and field use expectations and to report to the committees at the earliest opportunity.
- iii. GaGaBall Pit. Ms. Naughton expressed interest in potentially adding a gaga pit installed at Larter Field. GaGaBall is a children's game played with a ball contained within a hexagon or octagon shaped pit. Ms. Naughton is exploring the cost of the pit and will report to committee on the potential costs. Mr. DeNyse added that he had received an initial inquiry about a GaGaBall pit at Swallow Union from the gym teacher. Additional specifications about location, size of pit, and other details need to be obtained before discussion to be held.
- b. Pickleball/ Tennis Courts. Pickleball nets have arrived. Mr. DeNyse indicated the nets must be stored out of the weather when not in use. A storage locker needs to be procured. Mr. DeNyse indicated the approximate cost of a locker is about \$300. The committee authorized Mr. DeNyse to procure a locker.

5. Parks Topics.

- a. Status of Larter Field Maintenance: Irrigation Improvements. Corbett completed the irrigation upgrade to water the maple trees at Larter Field (Task 3). Ms. Phelan to work with the vendor to ensure proper coverage and irrigation timing are achieved for the areas adjacent to the trees.
- b. Residual Spring Tasks Not Awarded: Swallow Union Ballfield Refurbishment. The committee reviewed this task which was previously approved and again agreed the task should be completed. Mr. DeNyse to contact the vendor to complete the work before the start of the school year.
- c. Landscaping Contract Concerns. The committee discussed some concerns regarding the maintenance of the plantings on the Common and Town Hall lawns. Committee discussed the contract scope; work we can expect from the current vendor and how to best communicate the maintenance needs. Mr. DeNyse and Ms. Phalen to assess need improvements and work this the Town Administrator on this issue.

6. The meeting was adjourned at 8:39 PM.

Respectfully Submitted,
Philip J. DeNyse
Park Commissioner

Attachment: Parks and Recreations Bill Summary for May 27, 2021

Parks and Recreations Bill Summary Discussion List for July 8, 2021 Meeting

Invoice Date	Company	Service Provided	Amount (\$)	Responsible Committee
7-1-2021	Cataldo	Monthly Landscaping # 202165153	6,142.85	Parks
6-30-2021	Instant Portables	Rental & Service of portable bathrooms	540.00	Recs