



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

Approved: **October 12, 2021**

Meeting Date: **September 14, 2021**

### **Scheduled Agenda Items:**

Scheduled Agenda Items:

1. Review and approval of meeting minutes: August 10, 2021.
2. Financial Status Discussion
  - A. New Invoices and Bills
3. Recreations Topics
  - A. Field Applications and Use Discussion
4. Parks Topics
  - A. Status of Larter Field Maintenance: Irrigation & Field Conditions
  - B. Larter Field – Cricket Proposal Update
  - C. Status of Residual Spring Tasks Awarded: Swallow Union Ballfield
  - D. Tennis Court Discussion
  - E. FY22 Budget and Project Priorities
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 being present: Tiffany Naughton, Charlie Lippman, Dawn Dorr, and Brian Locapo.  
Not present: Jeffery Hastings.
2. The meeting came to order at 7:04 PM. Meeting minutes from the previous joint committee meeting of Aug 10, 2021, was reviewed and approved by a vote of 3-0 for Parks and 4-0 for Recreations.
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 and Use Discussion. Reviewed and approved field applications for use of SU fields by Cub Scouts.
- 5. Parks Topics
  - a. Status of Larter Field Maintenance: Irrigation & Field Conditions. The committees discussed challenges maintaining the fields and plans for aeration and seeding. Ms. Phelan to contact the vendor to determine when these activities will be occurring.
  - b. Larter Field – Cricket Proposal Update. No new information available. The committees did discuss future field use expectations. Youth soccer has returned to Cow Pond and is not expected to use Larter Field. The soccer nets which belong to the soccer league have been returned to Cow Pond. It is hoped girls' softball will return in the spring season. User fee discussions will need to take place with the softball league.
  - c. Status of Residual Spring Tasks Awarded: Swallow Union Ballfield. Task 4 project still in work and expected to be completed soon.
  - d. Tennis Court Discussion. Mr. DeNyse comments the town has selected a new engineering firm to provide engineering services. Mr. DeNyse will work with the new firm to acquire necessary services to support development of an request for proposal for refurbishment of the tennis courts.
  - e. FY22 Budget and Project Priorities
- 6. New Business. Mr. Locapo discussed the possibility of erecting a temporary ice rink at Larter field. Additional information to be gathered for future discussions.
- 7. The meeting was adjourned at 8:38 PM.

Respectfully Submitted,  
Philip J. DeNyse  
Park Commissioner

Attachment:

- 1. Parks and Recreations Bill Summary for September 14, 2021

Parks and Recreations Bill Summary Discussion List for September14, 2021 Meeting

Invoice Date	Company	Service Provided	Amount (\$)	Responsible Committee
9-01-2021	Cataldo	Monthly Landscaping # 202165401	6,142.85	Parks
8-25-2021	Instant Portables	Rental & Service of portable bathrooms I9764	400.00	Recs
9-02-2021	Luz Granite Memorials	Mitchell Bench foundation and relocation	1130.00	Parks
8-06-2021	National Grid	Electric Service	282.46	Parks