



OFFICE OF THE PARK COMMISSION
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PARK COMMISSION MEETING MINUTES

Approved: **November 9, 2021**

Meeting Date: **October 12, 2021**

Scheduled Agenda Items:

1. Review and approval of meeting minutes: September 14 and 28, 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: End of Season Maintenance
 - B. Larter Field – Diseased Tree Removal
 - 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 was 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 September 14, 2021, was reviewed and approved by a vote of 3-0 for Parks and 4-0 for Recreations. The Parks minutes for September 28, 2021 were approved by Parks 3-0. 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 and Use Discussion. No new requests received.

5. Parks Topics

- a. Status of Larter Field Maintenance. Seasonal maintenance which includes aeration of the fields will be completed this month. The irrigation system will be shutdown and purged of water and the wells winterized.
 - b. Larter Field Trees. It was agreed to remove the five tagged trees due to the disease and damage has made the trees non-viable. Removal will occur on November 6, 2021 by Committee volunteers. There are no plans to replace the trees.
 - c. Status of Residual Spring Tasks Awarded: Swallow Union Ballfield. The committees reviewed the documentation provided by the vendor to justify the additional cost of the project. The Parks Commissioners agreed they would accept an updated invoice to reflect the actual cost of the task. A communication will be sent to vendor explaining the decision of the committee and request the vendor consider an update to the invoice. If no new invoice is received the original invoice will be approved.
 - d. Tennis Court Discussion. Discussions are underway to see if the new engineering firm supporting the Town could be an option to help with design requirements for the tennis court. More information is anticipated to be shared at the next meeting.
6. New Business. Mr. Locapo discussed the possibility of erecting a temporary ice rink at Larter field. Some preliminary investigation has been done with a company which provides temporary rinks. Additional information to be gathered for the next meeting.
7. The meeting was adjourned at 8:12 PM.

Respectfully Submitted,
Philip J. DeNyse
Park Commissioner

Attachment:

1. Parks and Recreations Bill Summary for October 12, 2021

Parks and Recreations Bill Summary Discussion List for October 12, 2021 Meeting

Invoice Date	Company	Service Provided	Amount (\$)	Responsible Committee
10-01-2021	Cataldo	Monthly Landscaping #202165521	6,142.85	Parks
9-22-2021	Instant Portables	Rental & Service of portable bathrooms I10149	400.00	Recs