



OFFICE OF THE PARK COMMISSION
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
978-649-4514 x224

PARK COMMISSION MEETING MINUTES

Approved: **June 8, 2022**

Meeting Date: **May 11, 2022**

Scheduled Agenda Items:

1. Review and approval of meeting minutes: April 13, 2022
2. Financial Status Discussion
 - A. New Invoices and Bills
3. Recreations Topics
 - A. Field Use Applications
 - B. Field Use Application Form Update
 - C. Donations In Memory of M. Robie Stevens
 - D. Shed Utilization Policy at Larter Field
 - E. Groton Dunstable Youth Softball Discussion
 - F. Larter Dog Leash Discussion
4. Parks Topics
 - A. Cricket Field Discussion
 - B. Tennis Court Status
 - C. FY23 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 and was conducted in the Town Hall.
 - a. Attending the meeting for the Park Commission and a quorum being present: Tiffany Naughton, Jean Phelan, and Philip DeNyse.
 - b. Attending the meeting for the Recreation Commission and a quorum being present: Tiffany Naughton, Brian Locapo, Jeffery Hastings, and Dawn Dorr. Not present: Charlie Lippman.
2. The meeting came to order at 7:05 PM. Meeting minutes from the previous joint committee meeting of April 13, 2022 were reviewed and approved by Parks, 3-0 and Recreations approved 4-0. Meeting minutes will be posted to the Town website.
3. Financial Status Discussion.

- a. New Invoices and Bills. New bills are documented in the attached enclosure. Payment of the bills was approved 3-0 for Parks bills and 4-0 for Recreations bills.
4. Recreation Topics.
- a. Field Application and Use Discussion. Ms. Naughton informed the committee an application has been received for one time use of the baseball field at Larter Field to conduct a Wiffle ball tournament. The event is in support of the Jimmy Fund and will be conducted on August 13 (rain date of August 20). Committee approved the request, and no fee was assessed.
 - b. Field Use Application Form Update. Ms. Naughton presented a revised application form. The committees discussed the merits of including a fee schedule. Mr. Lipman has been asked to update the form to include a fee schedule.
 - c. Donations in memory of Mr. M. Robie Stevens. Mr. Locapo informed the committee he has been in contact with the family to see if they had any suggestions on the donations spending. Planting a tree was suggested. There was a preference for a maple tree. The committees will assess appropriate tree size, cost, and location at Larter Field for an additional tree. Future discussions on this topic will occur.
 - d. Shed Utilization Policy at Larter Field. There is a new shed policy being implemented by the committees to ensure the facilities are used appropriately by sport team patrons. New rules and access restrictions will be implemented to address the continuing problems of abandoned equipment and storage of inappropriate equipment among other issues. The primary shed at Larter for sports use will be the large gray shed with the double doors. The other storage locations, the former snack shack shed and the irrigation shed will be for committee use only or as specified by the committees. The Babe Ruth shed located at the Babe Ruth field will support any baseball and tennis court use. Future users of Town facilities will be instructed on the storage rules for shed use.
 - e. Groton Dunstable Youth Softball Discussion. No one present to discuss any concerns.
 - f. Larter Dog Leash Discussion. The committees discussed a continuing issue of dog behavior at Larter Field. Some patrons let their dogs operate freely (unleashed) and not under the command or control of owner as required by Larter Field use policy. There have been a few recent incidents where a patron has been aggressively encouraging other patrons to unleash their dogs. This is creating tension with other patrons of Larter who are not dog owners. The committee members have observed increased incidents of unruly dog behavior and some owners not cleaning up after their dogs. Committee members discussed different solutions to this situation. A proposal was put forward to require dogs to be kept under leash at Larter. Additional discussion may be

needed with town officials including the Board of Selectmen for a solution if there is conflict with the leash by-law. The committees will summarize the concerns and approach the BOS with a discussion of the situation and any suggested policy changes.

5. Park Topics.

- a. Cricket Field Discussion. Mr. Oza attended the meeting to discuss his proposal to construct a cricket pitch at Larter Field. Mr. Oza last visited the committees in August 2021. Recently Mr. Oza presented his concept to the Community Preservation Committee who asked for the opinions and views of the Park Commissions and the Recreation Commissioners. At present neither set of Commissioners has voted on their support for the project. Concerns were expressed regarding the current project description which calls for a 100 foot by 12-foot concrete pad covered by green Astroturf material. This would be a significant and permanent change to Larter Field's configuration. Alternatively, a jute mat approach could be built which has less impact on Larter Field. This approach would involve constructing the pitch surface of a compressed packed dirt surface and overlayed with a jute mat. This surface would provide sufficient rigidity to conduct the sport. There are some local examples of this design used by cricket players in the general area. Commissions were interested in hearing more about the details of implementing a jute mat approach to the cricket pitch. Mr. Oza was invited back at a future meeting to describe how to implement this approach. Mr. DeNyse suggested an approach for committee support for this project should include a majority support from both Park Commissioners and Recreations Commissioners.
- b. Tennis Court Status. Mr. DeNyse discussed the need to review the project with the new Town Administrator to determine the next steps with task order #3.

6. The meeting was adjourned at 9:20 PM.

Respectfully Submitted,

Philip J. DeNyse
Park Commissioner

Enclosure
Parks and Recreations Bill Summary

Parks and Recreations Bill Summary Discussion List for May 11, 2022 Meeting

Invoice Date	Company	Service Provided	Amount (\$)	Responsible Committee
2022-04-25	Flynn Property Services	Installation of GaGaBall Pit foundation	1792.00	Parks
2022-04-26	NE Acreage Inc	Dethatching Larter Invoice #1139	1200.00	Parks
2022-05-06	National Grid	Electric Service	32.09	Parks
2022-04-30	NE Acreage Inc	Monthly Bill #1 of 8, Invoice #4464	5291.25	Parks
2022-05-10	NE Well & Pump	Well repairs at Larter, Invoice #4212	375.67	Parks
2022-04-29	Powerhouse Bathrooms	Three portable bathrooms Invoice I99	565.00	Parks