



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

## **PARK COMMISSION MEETING MINUTES**

Approved: September 14, 2022

Meeting Date: August 10, 2022

### **Scheduled Agenda Items:**

1. Review and approval of meeting minutes: July 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. Larter Dog Leash Discussion
  - D. Shed Utilization and Access
4. Parks Topics
  - A. Larter Field Irrigation Update
  - B. Larter Turf Management
  - C. NEA Contract Performance
  - D. Tennis Court Status
  - E. 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 not being present: Philip DeNyse. Not present: Tiffany Naughton and Jean Phelan.
  - b. Attending the meeting for the Recreation Commission and a quorum being present: Charlie Lippman, Brian Locapo, and Jeffery Hastings. Not present: Dawn Dorr, Tiffany Naughton
  - c. Others Attending: Don Barry and David Greenwood, Groton Dunstable Softball.
2. The meeting came to order at 7:10 PM. Meeting minutes from the previous joint committee meeting of July 13, 2022, were reviewed, and approved by those present. 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.

4. Recreation Topics.

- a. Field Application and Use Discussion. No new field applications were received in this period. Committee discussed the maintenance of the softball field. The landscape contractor was delayed from accomplishing the field grooming task due to equipment problems and will accomplish the task for the fields soon. The committees discussed if the application of herbicide for weed control was necessary for the ball fields. This task is not included in the current contract and current conditions do not warrant application.
- b. Field Use Application Form Update. The updated form is being reviewed by the Town Administrator and will be discussed in an upcoming meeting.
- c. Shed Utilization and Access. Groton Dunstable Youth Softball League shared concerns regarding the planned change in policy to preclude storage of motorized equipment in the shed. The committee discussed the impacts of the policy change on the ability to maintain the fields. The committee will reconsider the change in policy and discuss at a future meeting. The softball league also discussed the need for new bases, the need for foul poles, assess the scoreboard handheld device, adding stone dust to the dugouts to level the surface. Recreations agreed to purchase the bases. The committee members also discussed creating a document to inform the sports teams of responsibilities and expectations for use and maintenance of the facilities. Mr. Lippman to prepare a draft of the agreement.

5. Park Topics.

- a. Larter Field Irrigation Update. The committee discussed if any changes should occur to the watering schedule. Two irrigation heads need to be replaced. It was also discussed if the heads should be upgraded to commercial rating. No decision was made.

6. The meeting was adjourned at 8:47 PM.

Respectfully Submitted,

Philip J. DeNyse  
Park Commissioner

Enclosure  
Parks Bill Summary

Parks and Recreations Bill Summary Discussion List for August 10, 2022 Meeting

<b>Invoice Date</b>	<b>Company</b>	<b>Service Provided</b>	<b>Amount (\$)</b>	<b>Responsible Committee</b>
2022-07-08	National Grid	Electric Service	32.30	Parks
2022-07-29	Powerhouse	Portable Restrooms #I445	400.00	Recs
2022-07-27	New England Acreage Group	Landscaping Services	5291.25	Parks