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Town of Lunenburg Park Commission

Dennis Mannone, Chair
Karin Menard, Clerk
Pete McCauliff



Tel: (978) 582-4160
520 Chase Road
Lunenburg, MA 01462

Meeting Minutes
January 19, 2017
7:00 pm
DPW

520 Chase Road
Lunenburg, MA 01462

- 1) Call to Order - 7:02pm Attendance: Dennis Mannone, Pete McCauliff, Karin Menard, Jack Rodriquez
- 2) Review Minutes from November 17, 2016 - Dennis motioned and Karin seconded to accept minutes of November 17, 2016. Approved 3-0.
- 3) DPW Director / Town Manager Updates
 - a. Surfside pool has dragged their feet and the backstop at Marshall is not finished. Jack will get on them to have it completed for the spring.
 - b. Playground equipment has started to be removed. A request has been submitted to the Capital Planning Committee for \$12,000 in FY18 for new equipment for one playground.
- 4) Ongoing Business
 - a. Leominster Lacrosse Turf Request - Karin informed the committee that she has heard nothing further from Leominster Lacrosse.
 - b. Turf Complex Update and Discussion - Pete said the company sent in request for payment which included overseeing of the track resurfacing which has not been done yet. He has send them a request to remove that from the invoice and won't pay that part until the track is resurfaced. He has spoken to them about the time line for resurfacing and once the weather breaks they will work with him to figure out what works

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best in the schedule. Cell Tower is still looking positive for FY18. Karin mentioned that she thinks we need to start thinking about getting a Memorandum of Agreement in place with Lunenburg Public Schools. Dennis would like it added to the next meeting agenda.

- c. Town Beach - Summer Staff Hiring - Karin will connect with the new Town Manager and/or Nancy Forest to see what requirements are for summer seasonal hiring. A job description will need if we are to post for any position at the beach. Karin will report back with her findings at the next meeting.
- d. Continuation of policy / procedure discussions, fees and scheduling of fields, courts and beaches under the Parks Commission umbrella.
 - i. Karin will tweak the forms that were created for field usage for the next meeting.
 - ii. Jack mentioned that since we are now charging for field usage that we need to think about what that includes (ie lining). Pete asked what it cost to maintain the space for the spring season for high school and older age groups. Jack said that materials weren't much but was between \$200 and \$400 a week. We will continue this discussion as we move further into these discussions.

5. Other Business

- 1. Unanticipated items - none
 - 2. Correspondence, Announcements and Public Comment - non
6. Upcoming meeting schedule and agenda - Next meeting February 16, 2017. Normal agenda items as well as Beach hiring as well as discussion about Memorandum of Agreement with Lunenburg Public Schools.
7. Motion to adjourn by Karin Menard, seconded by Pete McCauliff- 3-0 to adjourn at 8:40pm.