

**Town of Lunenburg
Park Commission**

Dennis Mannone, Chair
Karin Menard, Clerk
Pete McCauliff



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

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FEB 13 2018

**LUNENBURG TOWN
CLERK OFFICE**

MEETING MINUTES

November 16, 2017

7:30pm

DPW

520 Chase Road

Lunenburg, MA 01462

1) Dennis Mannone called the meeting to order at 7:32pm. Attendance: Dennis Mannone, Karin Menard, Jack Rodriquenz, Pete McCauliff

2) Minutes

- a. Karin Menard motioned and Dennis Mannone seconded to approve the minutes of September 21, 2017 - Approved 3-0
- b. Karin Menard motioned and Pete McCauliff seconded to approve the minutes of August 17, 2017 - Approved 2-0 (Dennis Mannone did not vote as he was not present at meeting).

3) DPW Director / Town Manager Updates -

Jack Rodriquenz updated the commission that the Board of Selectmen would like a plan of the long term plan is for the fields in regards to maintenance, projects, capital planning, etc.

Marshall Park - he is working on the parking issues at Marshall Park as well as working with Chief Marino on a traffic plan. The installation of the netted backstop is almost complete. The last phase will be the net which will be installed once the weather clears in late winter / early spring. He will also be addressing turf maintenance. Suggests the commission work on the logistics of field scheduling and updating fees as well as determining a way to police unscheduled / unapproved usage by organizations.

Town Beach - Conservation Commission has approved placing of sand annually. Capital plan will deal with issues of bowing front wall as well as some interior renovations. The liability of the playground equipment will also need to be looked at.

Fitzgerald Field - Outdated and unsafe playground equipment was removed. He suggests that the commission consider a little gazebo type structure for a picnic area and quick shelter. He will also be addressing turf management.

McNally Field - Outdated and unsafe playground equipment was removed. Snack shack liability needs to be assessed, parking area needs some work, turf management needs to be addressed.

Wallis Park - Friends of Wallis Park, DPW and local volunteers did a park clean up last month. Chris Letarte has submitted an article for Town Meeting requesting \$25k to go along with the money approved by Capital Planning to go towards a playground. Will need to determine what to do with the basketball court as that will need to be resurfaced in the near future.

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4) Ongoing Business

a. Memorandum of Agreement with Lunenburg Public Schools

Lunenburg Public Schools presented a previous Park Commission with a Memorandum of Agreement a few years back but that had never been finalized. They asked that it be looked at by the current commission. Karin updated the commission that she had met with Superintendent Calmes, School Committee Chair Heather Sroka, Town Manager Heather Lemieux, Town Accountant Karen Brochu and DPW Director Jack Rodriquez earlier in the month. All parties involved would like to see an MoA come to fruition sooner rather than later. She also updated the commission that per the information provided at that meeting, the Snack Shack is outside of the area managed by the Park Commission. Dennis said he wants to make sure youth groups have a seat at the table so that no group felt as though they were being pushed out. The commission discussed the version provided by the public schools and Karin will take that information and create a new MoA based on the feedback from the current commission.

5) New Business

a. Special Town Meeting Warrant Articles

Article V - Submitted by resident Chris Letarte - Commission felt they could not take an official stance as the specifics had not yet been presented to them. They are behind the premise of the article as there is a definite need in that area of town.

6) Other Business

a. Unanticipated items

Meeting with Board of Selectman - Jack will provide a brief overview and then hand it over the commissioners. Karin will take the Town Beach, Dennis Marshall Park and general fields and Pete McCauliff will address the turf.

b. Correspondence, Announcements and Public Comment - none

7) Motion to adjourn by Karin Menard, seconded by Pete McCauliff- 3-0 to adjourn at 9:10pm.