

Town of Lunenburg Park Commission

Karin Menard, Chair
Chris Sullivan, Vice Chair
Susanna Jewell, Secretary
Dave Passios, Member
Ana Lockwood, Member



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Approved 1/20/22

TOWN OF LUNENBURG

PARKS COMMISSION

WEDNESDAY, AUGUST 25, 2021

Minutes

1. Open Meeting via Zoom-K Menard opened meeting at 7:00pm, in attendance was Chris Sullivan, Susanna Jewell, Ana Lockwood, Dave Passios and Karin Menard. DPW Director Rob Oliva was also in attendance.

2. Public and Board Comment-none

3. Approval of Minutes-none

4. DPW/Town Manager/Recreation Director Updates-R Oliva told of the probable hiring of a Recreation Director. He is addressing the poison ivy problem and is going to have it treated, he believes it's a series of three treatments.

A Lockwood asked about the status of the removal of the light posts at Marshall Pond. He promised to get to them. Her other concern was date of the closing of the Town Beach and a resident mentioned they couldn't pay cash to get in. Asked if that was the policy and some discussion followed to address that for next season.

K Menard asked about the beaver situation at Marshall Pond. Rob viewed it that morning and it is draining but mentioned the beavers are back and damming up the existing grate at the outlet pipe. They've been out to clean it but know that the beavers work every night. A Lockwood asked if there was a plan to remove them or if there's another plan to remediate the problem. R Oliva agreed to find other ways unless it's an emergency situation will not remove them because it's not the season. He will call a company for help on the issue.

R Oliva talked about the president of the LBA sending an email regarding Trunk and Treat and offered to co-sponsor or help with the event. He is open to suggestions or help from the commission. K Menard wants to wait to see if the Recreation Director position is filled to execute it. C Sullivan has been fielding questions about adult soccer on Sundays on one of the grass fields at the high school run through the Commission. This took place Pre-Covid. K Menard stated that there was a volunteer that took registrations and money in the past.

5. Appointment @ 7:15pm-01462 Skate Park- Anthony Caiozzo and Greg Roy joined the meeting. A Caiozzo presented, went on to say the fund raising been going on for 40 or so months and they now have about \$84,000. They have three fundraisers scheduled for the next three months and offered to help at the Trunk and Treat event. G Roy and R Oliva have provided them with manpower and equipment to do some digging at the park to explore the site that was walked individually with K Menard, C Sullivan and D Passios. This was to look underground to provide a topological and soil analysis diagram for the Skate Park designers. He believes that by November they could decide on which site is more feasible.

G Roy shared that they did the digging last week and found ledge 18 inches below grade to 42 inches and 12 1/2 feet to 3 1/2 feet. They did soil testing as you come into the park from Rte 2a and the road down to the little league field, in the wooded area between the parking area that the road upgrading of the playground area. There is a buried electrical line under the swing set so stayed away from that area.

C Sullivan asked about the park size and the amount needed. A Caizzo responded that they will need about \$200,000 and by December they expect to have a good amount of that, they will have to go for donations in the spring once they have a design in hand. He believes the size of the park would be between 7500 and 10,000 square feet. All this will be depending on the design and the community focus. Discussion on when is the commission's timeline on the commitment of the skate park, the size of the park, and who does the community outreach.

A Caiozzo asked G Roy asked the square footage of what was excavated. G Roy answered between 12 and 15,000 square feet of area between the existing edges of the traveled ways.

D Passios went over the Commission's timeline and stated that they're 90 days from starting to do anything, there is no RFQ. He recalled from prior discussion on the size of that park that they agreed on 5,000 square feet but were open to discuss a change in size. K Menard will put the size discussion on a future agenda.

6. Marshall Park Master Planning Discussion-K Menard received the RFP from the Assistant Town Manager and asked if all members were able to access it. D Passios asked how many pages are the actual scope of work and showed concern that they make sure that the information they get is what they need at that point because that \$50,000 could get used up quickly. Discussion on what was included in the RFP and some of the items were listed incorrectly. R Oliva added that the RFP is taking it through all stages right up to preparing bid documents. D Passios suggested that task 3 is unrealistic and well beyond the \$50,000. He thinks if task 1 and part of task 2 were done the rest could be grant funded. K Menard will go through it and bring it back with small tasks she thinks important.

7. Marshall Park Septic/Bathroom Facilities Discussion-K Menard spoke of the last meeting and meeting with the BOH where the septic at Marshall was discussed. The BOH made a motion to approve to fund some investigative work on the septic system at Marshall. K Menard asked G Roy to go over the procedure and process of the work for the septic design and approval. Discussion on the location of the system. D Passios led a discussion on the number of toilets and sinks for the facility building on the recommendation of the BOH of 3 toilets and a sink on each side. A Lockwood asked if the \$100,000 is for planning not necessarily executing the design. D Passios answered the grant would be for the design and installation and possibly the pad for the building. D Passios recommended to record a formal vote on acceptance of the funds.

Motion made by D Passios to support moving forward with the Board Of Health proposal of preliminary soil and engineering design at Marshall Park for repair of septic system, seconded by S Jewell.

Roll Call Vote

S Jewell-aye

A Lockwood-aye

D. Passios- aye

C Sullivan-aye

K Menard-aye.

8. Dog Policy Review of Recommended Changes and Vote-Policy had been made to allow dogs off leash in some areas of Marshall Park. K Menard sent the policy to the Town Manager who forwarded it to Town Counsel. K Menard conveyed that the Town Manager had concerns on who would be issuing the fines for non-compliance of the policy. Town Counsel cited gave recommendations of changing the name of policy to dog regulations and cited some general laws. He also made some notes on the off leash areas fines and presents

finest for first, second, and third offenses and that the commission may also issue a no trespass order in accordance to Mass General Laws. He added that these regulations are in addition to and do not supersede or replace any local bylaws or regulations.

S Jewell questioned who will report any offense and who will respond if someone makes a complaint. Discussion followed on a possible call to police or animal control officer, safety issues of unleashed dogs. K Menard will inquire with the Town Manager on that. C Sullivan added that if the rules can't be followed then possibly dogs won't be allowed in the park at all.

9. Discussion on Invasive Plants at Park Properties-S Jewell was going to look into the weeds at Marshall Pond, she and A Lockwood will go to walk the area.

K Menard believes the weed growth at the Town beach is concerning and wants to ask R Oliva to come up with a plan for the beach and Marshall pond. She's like to have the poison ivy treated with a low environmental impact treatment. D Passios mentioned that R Oliva is working on a stretch of Poison Ivy along the side of the track by the basketball court, a small area will get sprayed.

A Lockwood mentioned the pond is full of wildlife and the over fertilizing is one blame for the overgrowth weeds. K Menard just wants to know that there is a plan in place and if it will be chemically treated.

Motion: A Lockwood made a motion to request that the DPW come up with a plan and timeline by the Park Commission meeting of October 27th to address native and non- native plants at the following locations, Marshall Pond and Town Beach water. Seconded by S Jewell.

Roll call Vote:

C Sullivan-Aye

D Passios-Aye

A Lockwood-Aye

S Jewell-Aye

K Menard-Aye

Discussion on the wording of a motion, the priorities and the specifics. D Passios thinks that the beach would be the highest priority. D Passios

10. Donation of Picnic Table for Marshall Pond-K Menard told of an anonymous donation of a picnic table to be put at Marshall Pond. C Sullivan asked if it should be stained to preserve it.

Motion made by C Sullivan to accept the table as a gift. A Lockwood seconded Roll Motion made by C Sullivan to accept the table as a gift. A Lockwood seconded.

Roll call vote:

C Sullivan-Aye

D Passios-Aye

A Lockwood-Aye

S Jewell-Aye

K Menard-Aye

Karin said she would send to Town Manager to be brought before the Select board for approval.

11. Other Business-D Passios asked when they are going to move forward with the process of Fitzgerald designation switched over. K Menard stated they need to have a conversation with the ConCom. Dave believes that the ConCom chair knows that it's not in their care and custody legally and thought the Open Space Committee came up with it as a general municipal. Discussion followed on how the land was purchased or if it

was taken for tax title by the town and if the land is deeded in a certain way. K Menard will have a conversation with the ConCom chair, and talk to the Town Manager and Town Counsel. She'd like to get all the leg work done now and have it ready for the spring Town meeting warrant.

D Passios wants to discuss Fitzgerald being converted to another use.

12. Next Meeting Date/Agenda-September 29 at 7:00. On the agenda will be the Marshall Park Master Plan, The Skate Park square footage, The Beach Director for updates on the beach is going and Final review of the dog policy and the School Committee about fields at Marshall Park.

13. Adjourn-A Lockwood made a motion to adjourn at 8:59pm. C Sullivan seconded Roll call: C Sullivan-Aye, D Passios-Aye, A Lockwood-Aye, S Jewell-Aye, K Menard- Aye

Respectfully submitted Dawn Pavone
Minutes Secretary