

Town of Lunenburg Park Commission

Ana Lockwood, Chair
Dave Passios, Vice Chair
Karin Menard, Clerk
Pat Hakey, Member
Chris Sullivan, Member



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approved 8/17/22

Meeting Minutes June 15, 2022

Members present: Karin Menard, Christopher Sullivan, Dave Passios, Ana Lockwood and Patrick Hakey.

Absent: none

Additional Attendees: Rob Thompson

K. Menard called the meeting to order at 7:00 PM and read "This meeting is being broadcast live and digitally recorded."

First item on the agenda, Board and Public Comment, none.

Next item on the agenda, Approval of Minutes, April 13 and May 18, 2022.

C. Sullivan made a motion to accept the minutes of April 13, 2022 with the corrections

K. Menard recommended. D. Passios seconded.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

A. Lockwood - yes

P. Hakey - yes

All in favor, motion carried.

D. Passios made a motion to accept the minutes of May 18, 2022 with the corrections

K. Menard recommended. C. Sullivan seconded.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

A. Lockwood - yes

P. Hakey - yes

All in favor, motion carried.

Next item on the agenda, Update on meeting with the Water District.

K. Menard gave the commission an update and stated herself and D. Passios visited the Water District to discuss the parcel that abuts McNally field, and the potential for the Parks Commission to use the parcel. The Water District seemed interested in looking at ideas for use. K. Menard indicated they will revisit the Water District next month.

D. Passios noted the Water District has no desire to give up the ownership of the property but are interested in partnering with the Parks Commission.

Next on the agenda, Request for Bench Donation

Karen Blocher requested via email the placement of a memorial bench at the Town Beach in honor of her sister Regina McGee and asked what the process was.

K. Menard had replied back to her that she would discuss with the commission as there was no current process. K. Menard asked if the Commission was interested in a program.

C. Sullivan expressed concerns with the room for benches. A. Lockwood suggests looking at putting a policy in place.

P. Hakey suggested replacing an existing bench in need of repair with a commemorative bench.

K. Menard indicated she will research and see how this can work for Lunenburg.

Next item on the agenda, Skate Park discussion including location change to match master plan design.

Present for this discussion: Anthony Caiozzo and Greg Roy of Dillis and Roy. G. Roy pulled up the Marshall Park Master Plan design with the location of the Skate Park overlay and explained the impacts of the skate park going in at the planned location:

- The playground equipment would be impacted and need to be relocated.
- Underground electric feed to transformer runs under the Skate Park.
- The Skate Park location would eliminate the existing gravel access driveway.

The commission discussed the relocation of the playground equipment. K. Menard explained the equipment would need to be brought up to code if relocated. A. Lockwood expressed concern with removing equipment and not having a plan/timeline for replacement. C. Sullivan stated he would be comfortable with a short term loss for the long term gain.

C. Sullivan suggested possibly moving the Skate Park down and relocating the sidewalk.

D. Passios suggested leaving the design alone and work out the logistics for the skate park.

P. Hakey noted he was not concerned about the electric line under the concrete.

K. Menard told the commission that since the selected design has the skate park in a different location that the commission would need to rescind and revote on the new location.

K. Menard echoed the statement, “a short term loss for the long term gain”.

G. Roy noted the temporary loss of the playground is substituted by the Skate Park, which will be putting in a quarter million dollars into Marshall Park.

D. Passios made a motion to rescind the approval vote for the location of the Skate Park that was approved on November 22, 2021, and vote to support and recommend the location that is in the presently accepted Master Plan created by WOLA and the conditions set in the November 22, 2021, carry to the new location. P. Hakey seconded.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

A. Lockwood - yes

P. Hakey - yes

All in favor, motion carried.

Next item on the agenda, Marshall Park Graffiti

K. Menard said that Chris Sullivan had shared some photos of a graffiti incident we had at Marshall Park. She asked R. Thompson if the issue was resolved. R. Thompson indicated the DPW is aware of the graffiti and is working with the schools to resolve the issue. K. Menard asked R. Thompson to also notify the Police Chief. D. Passios noted the graffiti is not overly visible.

Next item on the agenda, Marshall Park Public Urination

K. Menard stated players using the 90 foot diamond are not using the Little League portable toilets. K. Menard spoke to the Police Chief regarding this and confirmed there were laws around this.

K. Menard suggested R. Thompson sends a reminder to the school groups, who are using the field. K. Menard suggested R. Thompson speak with Joe Ruth, Phillies manager and offer the option to place an additional portable toilet on site.

Next item on the agenda, Marshall Park Master Planning

K. Menard explained the plan to include the overall plan, phases, funding and steps to secure funding. D. Passios suggested having conversations with the user groups before meeting with the Select Board.

The Commission will meet with the Select Board August 2, 2022.

The Commission discussed the order of the phases they would like to see for Marshall Park.

D. Passios noted the wetlands flagging will be done next week, per Matt Moreau. D. Passios discussed with K. Ostermier doing the schematic design for Marshall Pond picnic area. A. Lockwood suggested funding phases 1, 3 and 4. A. Lockwood suggested asking the Town Manager for the funding to get the schematic design done.

K. Menard stated she will go to the Town Manager and ask for the full funding for the entire schematic design for the Park. A. Lockwood suggested an independent article at Town Meeting if this is not in Capital Planning.

A. Lockwood asked about using the remaining funding for the "pocket park". D. Passios believes the continued engineering cost is an extension of the Master Plan and possibly expand the scope of work for WOLA and ask K. Ostermier.

Next item on the agenda Marshall Park Survey

K. Menard indicated she would reach out to the Town Manager and Assistant Town Manager to get information on the scope of work. K. Menard noted she asked Bill Bernard, DPW Director, if he could help with this. K. Menard noted they are required to get 3 quotes, no RFP is required, and the money will be available July 1, 2022. A. Lockwood stressed they need to work on it and move it forward. D. Passios stated he had a brief discussion with Matt Marro and he should be able to do the wetland flagging.

Next item on the agenda Marshall Park septic/sewer

D. Passios noted there was sewer add into the WOLA quote. D. Passios is in favor of the septic with a 2 seat toilet facility. K. Menard noted it meets an immediate need.

D. Passios made a motion that the Parks Commission commit to installing the 2 toilet septic that the Board of Health offered to fund and match the location shown on the Master Plan from WOLA. A. Lockwood seconded.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

A. Lockwood - yes

P. Hakey - yes

All in favor, motion carried.

Next item on the agenda, Town Beach

R. Thompson gave the following updates:

- The gate was delayed but was installed June 14, 2022.
- The portable toilets will be delivered June 16, 2022.
- The Beach is opening Saturday June 18, 2022. Passes can be purchased online and in person with cash and credit card.
- EZ Ups and umbrellas have been purchased for the lifeguards.

K. Menard asked if Peter Hennesey's applications had been received. Jarrod Bowser confirmed it was submitted.

K. Menard made a motion the Recreation Director forward a recommendation to the Town Manager for hiring P. Hennesey if he interviews him and finds him to be an acceptable candidate. C. Sullivan seconded.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

A. Lockwood - yes

P. Hakey - yes

All in favor, motion carried.

R. Thompson verified he received the Permit to Operate for the Beach to operate. The Staff is starting Saturday June 18, 2022.

D. Passios asked where the AED was being stored. R. Thompson stated there was a possibility to store it at Wallis Park and transport it or could order a box for it. K. Menard will look into the possibility of storing the AED inside the door of the structure at the beach. D. Passios suggested a lock box.

K. Menard indicated J. Bowser expressed concerns with the weeds and storing First-Aid and the AED. K. Menard noted there is a Facilities Director coming on, and the possibility of the Facilities Director or DPW taking care of the weeds.

Next item on the agenda, McNally Snack Shack

K. Menard asked the Commission their thought about salvaging or demolishing the snack shack.

K. Menard stated the Building Commissioner indicated, in his opinion, it would be more cost efficient to demolish. D. Passios stated it should cost more than \$5,000 to demolish. D. Passios noted that all utilities need to be disconnected and a hazardous material and rodent evaluation need to be done.

A. Lockwood made a motion to recommend to the Town Manager the building at McNally Park be demolished. C. Sullivan seconded. Roll Call Vote,

K. Menard - yes
C. Sullivan - yes
D. Passios - yes
A. Lockwood - yes
P. Hakey - yes
All in favor, motion carried.

Next item on the agenda, FY2022 Financials

The Commission discussed the \$64,000 being encumbered.

Next item on the agenda, Recreation Director updates.

K. Menard stated she received some concerns about the lack of mowing. R. Thompson stated all park are under contract and are scheduled for mowing every Wednesday. D. Passios stated the contract required twice a week mowing during the fast growing seasons. R. Thompson will look into this. K. Menard suggested bringing this to the DPW Director and get clarification. C. Sullivan ask R. Thompson to get a copy of the landscape contract and the cost breakdown.

Next item on the agenda, Reconfiguration of Park Commission

C. Sullivan made a motion to nominate A. Lockwood as Chair. K. Menard seconded. Roll Call Vote,

K. Menard - yes
C. Sullivan - yes
D. Passios - yes
P. Hakey - yes
All in favor, motion carried.

C. Sullivan made a motion to nominate D. Passios as Vice-chair. A. Lockwood seconded. Roll Call Vote,

K. Menard - yes
C. Sullivan - yes
D. Passios - yes
A. Lockwood - yes
P. Hakey - yes
All in favor, motion carried.

A. Lockwood made a motion to nominate K. Menard as Clerk. C. Sullivan seconded. Roll Call Vote,

K. Menard - yes
C. Sullivan - yes
D. Passios - yes
A. Lockwood - yes
P. Hakey - yes
All in favor, motion carried

K. Menard made a motion to support A. Lockwood remaining on the Open Space Committee .C. Sullivan seconded. Roll Call Vote,

K. Menard - yes
C. Sullivan - yes
D. Passios - yes

A. Lockwood - yes

P. Hakey - yes

All in favor, motion carried

Last item on the agenda, Board Comment

D. Passios noted the public should not be in the water until the safety line is anchored in the deep water. R. Thompson stated this is the highest priority.

A. Lockwood motioned and D. Passios seconded to Adjourn at 10:20 pm.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

A. Lockwood - yes

All in favor, motion carried.