

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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**LUNENBURG TOWN
CLERK OFFICE**

approved 6/28/23

April 19, 2023

MINUTES

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

Absent: none

Additional Attendees: Emily Wright, Kathryn Ostermier, Chris Ruth, Joe Ruth and, Angela Clement.

Meeting to order at 7:00 PM and A. Lockwood read "This meeting is being broadcast live and digitally recorded."

First item on the agenda, WOLA Landscape Architects and Meridian Associates regarding Marshall Park Schematic Design.

K. Ostermier stated there was a site visit with a few of the Commission members, C. Ruth and N. Betts of Meridian which was the kick-off to the Schematic Design Process.

K. Ostermier gave an overview of the schedule for the design process and what is included.

K. Ostermier stated the survey was received last week and a site walk was done to verify the survey. The Concept Design turns into the Schematic Design by using an accurate field survey and newly delineated wetlands so to move closer to a more accurate cost estimate and the ability to apply for refunding sources.

The next step is to develop the schematic set which will take the dimensions and begin the grading process.

K. Ostermier indicated the 50% Schematic set will be reviewed with the town for feedback and refine the design as needed.

K. Ostermier stated the plans will include the following:

- Site demolition plan
- Utilities plan

- Layout and material plan
- Grading Plan
- Planting plan

K. Ostermier anticipated a 100% Schematic Set will be ready t for presentation by mid-June.

D. Passios asked if this phase would not produce biddable documents and the next phase would. K. Ostermier stated yes, the Schematic set would bring it to the permitting process.

C. Sullivan asked if this was the phase to look into a turf surface for a multi-purpose field.

K. Ostermier stated the cost estimate provided at this phase can provide some alternates.

J. Ruth suggested putting netting between the softball field and 90' diamond. A. Lockwood asked to have that considered.

A. Lockwood asked what feedback K. Ostermier received from the survey. K. Ostermier indicated the survey reflected the want for a dog park and t-ball as well as a multi-sport court. Also the possiblity for a Tennis court with Pickle Ball stripping.

K. Ostermier asked the Commission to confirm adding the Softball field to phase one.

A. Lockwood had concerns with funding and hope to know more in May.

D. Passios asked if there would be a savings to combine phase 1 and 2. K.Ostermier stated she could quantify that combination.

C. Ruth asked K. Ostermier to possibly have the 50% Schematic Design by the Annual Town Meeting in May.

Next item on the agenda, Marshall Park Cave Discussion

D. Passios gave some background to the Commission regarding the cave.

C. Ruth stated the cave seems to be still structurally sound and worth exploring to save it.

C. Sullivan stated if there is historic relevance its worth keeping but has concerns with the safety and structural integrity and security. P. Hackey concurs with C. Sullivan.

K. Menard is not in favor of keeping it due to the location and cost. A. Lockwood expressed the same concerns K.Mernard voiced.

K. Ostermier stated she does see the potential liability of keeping the cave. K. Ostermier stated it is important to get a Structural Engineering to look at the cave. C. Ruth suggested drill a couple core holes and sending to a concrete testing lab before hiring the Structural Engineering.

K. Ostermier suggested possibly removing the top of the cave and repurpose it.

D. Passios would like to see the cave preserved.

Next on the agenda, Facilities Director/Rec. Director Updates

C. Ruth sent along the updates to A. Lockwood and she put it in the meeting folder.

C. Ruth briefly listed the following updates:

- Landscapers have been around town.
- Powell Field seeded and sprinklers are turned on.
- The repairs to the net at Marshall are ongoing.
- Top half of Snack Shack at McNally has been removed, minor repair to building and the sign has been hung.

K. Menards asked if the Snack Shack is usable. C. Ruth stated there is currently a leak from the irrigation system but it is being worked on.

A. Clement indicated the following programs that are scheduled or being scheduled for the upcoming season and will cover 7 weeks:

- Best Soccer and Snapology are currently active
- Basketball starts the week after school
- Wicked Cool for Kids
- Multi-sport program for 2 weeks

A. Clement is also working with the National River Watershed Association for an outdoor program.

Next on the agenda, Town Beach Staff hiring: Review data of previous year, candidates, and make recommendations accordingly.

A. Clement stated they will have the same Beach Director and Lifeguards as last year. C. Ruth indicated that all rehires have been notified.

A. Lockwood asked A. Clement to verify all staff are CPR certified and the lifeguards have their certifications. A. Clement stated all certifications have been received and valid until 2024.

The following are the rehires:

Lifeguards:

- Jarrod Bowser

- Mason Bowser
- Nicholas Coronella
- Paige Gengler
- Ethan Gengler
- Ean Laundry

Beach Director, Liz Simeone

K. Menard noted there was no attendance data recorded for last year.

C. Sullivan made a motion to recommend the hiring of the returning lifeguards for the 2023 beach season. K. Menard seconded.

Roll Call Vote:

- K. Menard - yes
- C. Sullivan - yes
- D. Passios - yes
- P. Hakey - yes
- A. Lockwood - yes

K. Menard made a motion to recommend approval of Elizabeth Simeone to the position of Beach Director pending confirmation of the completion of her Water Safety Instructor training. D. Passios seconded.

Roll Call Vote:

- K. Menard - yes
- C. Sullivan - yes
- D. Passios - yes
- P. Hakey - yes
- A. Lockwood - yes

Next on the agenda, Discussion and decision of Town Beach Fees

K. Menard reviewed the fees for 2022 as listed.

Day passes

- \$5/ adult and included 3 children 15 years and under
- \$2 per Senior or additional child
- non-resident \$10 per adult and included 3 children 15 years and under
- non-resident Senior \$5 per Senior or additional child.

Seasonal

- Resident family passes \$65 .
- Non-resident family \$80
- Resident individual \$44
- Non-resident individual \$60
- \$25 for a Senior resident pass
- \$35 for a non-resident Senior pass.

A. Lockwood asked if there was a person limit on the family pass. K. Menard stated family is defined as two adults and three children under the age of 18 living at the same address. Additional dependents up to two living under the same roof can be \$5 per person added on.

K. Menard explained a senior is anyone over the age of 60, and an individual is anyone over age 3 and above, and a child is anyone over the age of 18.

K. Menard noted swim lessons have not changed since 2019, \$25 per child with a \$75 family cap per session.

D. Passios made a motion to leave the fees as they were for last year on all levels. C. Sullivan seconded. Roll call vote (3-2).

K. Menard - no

P. Hakey - yes

C. Sullivan - yes

D. Passios - yes

A. Lockwood - no

Next on the agenda, Town Beach Use: Attendance data

A. Lockwood asked A. Clement what they could do to get data.

K. Menard stated in 2020 and 2021 registration was required through My Rec. K. Menard suggested using a clicker or reaching out to Jarrod Bowser.

C. Ruth and A. Clement will look into this and report back.

Next on the agenda, Mowing Schedule

C. Ruth met with the landscapers and discussed setting a schedule, it is hard to pin down a specific day due to weather. C. Ruth stated he told landscapers he needs notification before they fertilize.

A. Lockwood asked C. Ruth to reach out to the Little League and keep communications open.

D. Passios asked if the clippings would be bagged. C. Ruth stated yes, the first half of the season.

Next on the agenda, "Are you smarter than a 6th grader?" Team Name Discussion

C. Sullivan explained this is a fundraiser for the Boys and Girls Club. The team will have 4 members on stage.

C. Sullivan suggested naming the team Little Sebastian Tribute Team. The Commission agreed.

Next item on the agenda, Lunenburg Youth Baseball/Softball League request: for placing a shed on Marshall Park.

A. Lockwood made a motion to locate the shed in back of the announcing booth at Powell field. P. Hackey seconded.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

P. Hackey - yes

A. Lockwood - yes

Next item on the agenda, Lunenburg Youth Baseball/Softball League request: To allow the league to place banners along the field's fence

A. Lockwood made a motion to allow banners along the fence, no political signs and to be removed at the end of the season. K. Menard seconded.

Roll Call Vote:

K. Menard - yes

C. Sullivan - yes

D. Passios - yes

P. Hackey - yes

A. Lockwood - yes

Next item on the agenda, Wildlife removal from Park's Property: Policy discussion

A. Lockwood suggests any removal of wildlife should get permission from the Commission.

K. Menard and C. Sullivan don't want to see healthy wildlife be removed.

C. Sullivan feels this should be considered on a case by case basis.

P. Hackey agrees they should come before the Commission.

D. Passios feels it should be left up to the DPW Director and the Health Department.

K. Menard made a motion requiring permission from the Parks Commission before planned trapping for purpose of removal or destruction of wildlife. A. Lockwood seconded. Roll call vote (5-1).

C. Sullivan - yes
D. Passios - no
P. Hakey - yes
K. Menard - yes
A. Lockwood - yes

Next item on the agenda, Parking Policy Discussion, review, and possible vote

Tabled.

Next item on the agenda, Minutes

K. Menard made a motion to approve the minutes from February 15, 2023. A. Lockwood seconded. Roll Call Vote:

K. Menard - yes
C. Sullivan - yes
D. Passios - yes
P. Hakey - yes
A. Lockwood - yes
B.

Next item on the agenda, Chair Updates

A. Lockwood discuss Earth Day and all the projects going on.

A. Lockwood stated she and Mary Wilson plan to attend the Select Board meeting May 2, 2023 to give an update.

Last item on the agenda, other business that may come before the Board.

K. Menard stated the forms need to be update.

C. Sullivan made a motion within our policies and procedures to change the phrase DPW Director to Facilities Director.

A. Lockwood seconded.

Roll Call Vote:

K. Menard - yes
C. Sullivan - yes
D. Passios - yes
P. Hakey - yes
A. Lockwood - yes

K. Menard indicated a student from the National Honor Society is going through the minutes from June 2016 through July 2022 to capture all the motions.

D. Passios reminded anyone watching the Wallace Playground cleanup is Saturday April 22, 2023 9 am - 12 pm. The Lions Club has donated snacks and drinks.

Last item on the agenda: Next meeting May 10 or 17, 2023 at 7 pm.

Adjourned: 9:08 pm

Andrea Mastrototaro, Board Clerk, Secretary