

**Minutes of the Newburyport Parks Commission  
December 19, 2016**

Call to order at 6:19 p.m.

A quorum was present.

In attendance: Ann Dykes , Stephen Sawyer, Kim Turner

Also In attendance: Lisë Reid, Mike Hennessey (see sign-in sheet for additional attendees)

**BUDGET & EXPENDITURES**

**Elm Tree Purchase**

Commissioners reviewed a proposal to share the cost with the Tree Commission of the purchase of 50 disease resistant, Liberty Elm trees for a discounted cost of \$50 each. The trees would be paid for in FY17, and delivered in fall of 2019. **Motion to approve spending \$1,250 to purchase 25 Liberty Elm trees contingent on approval by Finance Department by Commissioner Dykes, seconded by Commissioner Sawyer. So voted on a unanimous voice vote.**

**NEW BUSINESS**

**Issues**

*Atwood Park*

Commissioners discussed a proposal to install one or more interpretive panels at Atwood Park documenting the history of the site including the life of Margaret Atwood. The project would potentially include hiring a high school intern to research content. **Motion to approve installation of one or more interpretive panels at Atwood Park contingent on funding by Commissioner Turner, seconded by Commissioner Sawyer. So voted on a unanimous voice vote.** Commissioner Turner noted that the Parks Commission would consult on placement of the panels within the park in coordination with central garden renovation efforts.

*Pioneer parking access, Community Action*

John Cuneo, Executive Director of Community Action, Inc. (CAI), presented a request that CAI be allowed to continue using the east parking lot at Pioneer Fields at Lower Atkinson for tenant and bus parking and storage of a trash dumpster. Commissioners agreed the group should meet on site to better understand the issue before making a decision and that Director Reid should coordinate an on-site meeting.

*Skate Park Management*

**Motion to approve acceptance of Skate Park jurisdiction by Commissioner Turner, seconded by Commissioner Sawyer. So voted on a unanimous voice vote.** Commissioner Turner noted her disappointment that prior assurances that maintenance funding would be allocated to this park had not been forthcoming.

*Off Leash at Perkins Park*

Commissioners heard again a request to create a shared use off leash program at Perkins Park. **Motion to table the issue until further legal research could be done regarding the Activity Use License and a full commission was present by Commissioner Dykes, seconded by Commissioner Turner. So voted on a unanimous voice vote.**

*Off Leash Hours at Cashman Park*

Commissioners considered a request to change the off-leash hours at Cashman Park during Daylight Standard Time. **Motion to retain the status quo of Cashman Park designated off leash hours by Commissioner Sawyer, seconded by Commissioner Turner. So voted on a unanimous voice vote.**




Meeting adjourned 7:43 p.m.

**Newburyport Parks Commission Monthly Meeting  
December 19, 2016 - Sign in Sheet**

| Name                  | Street Address                     | Email (optional)            |
|-----------------------|------------------------------------|-----------------------------|
| Constance Freston     | 18 Husted St.                      | constancefreston@yahoo.com  |
| Sharif Zeid           | Ward 1 Councillor                  | szaid@cityofnewburyport.com |
| PAUL G. AGY           | 14 Stoddard Ave                    | mark.sucy@verizon.net       |
| Brian Collahan        | 29 Warren St.                      | brianecollahan.me           |
| Sue Cronin            | 126 Herwin - #46                   | scronin@nccetec.com         |
| Fred Perry            | COMMUNITY ACTION                   | kperny@communityaction.org  |
| Deborah Smart         | 647 Meryman St<br>Community Action | dlmeyer@communityaction.org |
| John Curran           | "                                  | john@communityaction.org    |
| Ben Quintal           | 75 Moseley Ave                     | BenQuintal@gmail.com        |
| Adam Jones            | 36 Drinkwater Rd. Exeter, NH       | ajones4@umassd.edu          |
| Gregory Ann Barrett   | 3 Coover Cir                       | abbarrett@comcast.net       |
| Elizabeth Hill Harris | 54 Lime St                         | harris0193@gmail.com        |
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## SCHEDULE OF BILLS PAYABLE


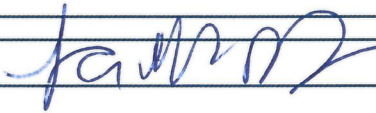

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|---|---|---|
| WARRANT DATE  | WARRANT #   | TOTAL # OF PAGES  |
| 12/15/2016  |   | 34  |
| PARKS   |   | \$336,254.75  |
| AUTHORIZED SIGNATURE  |   | AUTHORIZED SIGNATURE  |
|  |  |  |

TO CITY AUDITOR: The bills detailed below have been approved by the person(s)  
authorized to spend money for that Department, Board or Commission.

| VENDOR NAME                              | ACCOUNT #  | INVOICE AMOUNT      |
|--|--|---------------------|
| Seaport Signworks                        | 7070027-58400 - \$2,161.52<br>7070041-58400 - \$3,778.48 | 5,940.00            |
| 2 <del>MB Tractor &amp; Equipment</del>  | <del>3510-58400</del>                                    | <del>3,097.59</del> |
| 3 Dugan Supply                           | 3510-58400   | 136.27              |
| 4 Rain for Rent                          | 3510-58400   | 2,605.09            |
| 5 Quirk Construction                     | 3510-58400   | 258,875.00          |
| 6 Creative Touch Designs, LLC            | 2966   | 333.08              |
| 7 Seaport Signworks                      | 2817/50000   | 997.25              |
| 8 Horsley Witten Group                   | 7070041-58400  | 2,343.00            |
| 9 David White & Son, Inc.                | 3512-58400   | 61,903.94           |
| 10 Amesbury Industrial                   | 3510-58400   | 23.53               |
| 11 0                                     | 0  | 0.00                |
| 12 0                                     | 0  | 0.00                |
| 13 0                                     | 0  | 0.00                |
| 14 0                                     | 0  | 0.00                |
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| 17 0                                     | 0  | 0.00                |
| Please enter invoice total for this page |  | 336,254.75          |



## SCHEDULE OF BILLS PAYABLE

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|---|--|---|
| WARRANT DATE  | WARRANT #  | TOTAL # OF PAGES  |
| 12/1/2016   |  | 18  |
| PARKS   |  | \$5,945.93  |
| AUTHORIZED SIGNATURE  |  | AUTHORIZED SIGNATURE  |
|  |  |  |

TO CITY AUDITOR: The bills detailed below have been approved by the person(s)  
authorized to spend money for that Department, Board or Commission.

|    | VENDOR NAME                              | ACCOUNT #                         | INVOICE AMOUNT |
|----|--|-----------------------------------|----------------|
|    | Discount Playground Supply               | 2937 - \$127<br>2965 - \$178.84   | 305.84         |
| 2  | Northeast Nursery, Inc.                  | 2965 - \$158.50<br>2972 - \$254   | 1,980.00       |
| 3  | Robert Welch                             | 2965 - \$158.50<br>2972 - \$254   | 412.50         |
| 4  | D.A. Wilkinson Septic                    | 828248-57850                      | 150.00         |
| 5  | Rockingham Electric Supply Co., Inc.     | 2942 - \$59.36<br>2965 - \$335.54 | 394.90 0.00    |
| 6  | MB Tractor & Equipment                   | 01630002 52404                    | 3,097.59       |
| 7  | 0  | 0                                 | 0.00           |
| 8  | 0  | 0                                 | 0.00           |
| 9  | 0  | 0                                 | 0.00           |
| 10 | 0  | 0                                 | 0.00           |
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| 13 | 0  | 0                                 | 0.00           |
| 14 | 0  | 0                                 | 0.00           |
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| 16 | 0  | 0                                 | 0.00           |
| 17 | 0  | 0                                 | 0.00           |
|    | Please enter invoice total for this page |                                   | 5,945.93       |

## ***Community Action, Inc.(CAI) Seacoast Center***

### **What has happened recently?**

CAI has been asked to remove its dumpster and bus permanently from a lot that is part of Atkinson Common, immediately adjacent to CAI's Seacoast Center at the corner of Merrimac Street and Plummer Ave. Within the past few months, with little notice, CAI was asked by the City Park Dept. to move its dumpster and bus from the lot. CAI moved the dumpster and bus from the lot to enable the grading and gravel surfacing to occur. The lot was graded and surfaced with gravel. CAI returned the dumpster to its location and continues to park its bus in the lot.

Apparently, the immediate concern is that plowing the lot in the winter will disturb or undo the grading and the gravel. Apparently, the long term concern is that the lot is not CAI's property and that CAI's dumpster, bus and tenant vehicle occupy parking spaces used during the summer for Pioneer League participants.

CAI makes no pretension to own the portion of the lot that it uses. CAI does not request exclusive use of this portion of the lot for parking. CAI requests permission to continue its current use of the lot.

### **Background information about the Seacoast Center**

- *Address: 447 Merrimac Street, immediately adjacent to the Atkinson Common Pioneer League baseball fields.*
- *Rented and used as adult education facility since 1997.*
- *Owned by CAI since 1999.*
- *The City of Newburyport awarded CAI ~\$100k CDBG funds to renovate the building for two Head Start classrooms. Renovations were completed March 2000.*
- *Also in early 2000, CAI added preschool play equipment, surfacing and fencing to Pioneer Field playground in order to comply with State licensing and Federal Head Start Performance Standards. Since 2000, CAI has paid*

All children ages 0–5 are eligible for CAI HS/EHS if they meet the federal income guidelines:

| <b>Family Size<br/>(# of people in<br/>the household)</b> | <b>100% of Federal<br/>Poverty Level(FPL)</b> | <b>125% of FPL<sup>1</sup></b> |
|---|---|--------------------------------|
| 2   | \$16,020                                      | \$20,025                       |
| 3   | \$20,160                                      | \$25,200                       |
| 4   | \$24,300                                      | \$30,375                       |

We may fill 10% of available slots with over-income families and an additional 10% of available enrollment slots are reserved for special needs children. No child shall be excluded because of race, color, gender, national origin or disability, from participation in CAI HS/EHS.

There are no fees.

## 2. Family and Community Connection (FCC)

CAI's FCC program offers the resources and support families need to be the best parents they can be by offering:

- Playgroups and early learning activities for children 0–8 years old
- Networking and leadership opportunities
- Information about local education resources including public schools
- Opportunities to connect with other families in the community
- Information about and referrals to local services such as early intervention and early childhood special education services when needed.

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<sup>1</sup> Children with family incomes at or below 100% of poverty receive priority; those with income up to 125% are eligible without being considered "over-income."

move the dumpster to our parking lot, the beginning of the lot will have to be plowed so Waste Management's truck can empty the dumpster every other week.

The school bus is necessary for the success and attendances of a number of the children in the Head Start Program. Many families do not have a mode of transportation, while others cannot afford the gas to drive their children to and from the Seacoast Center each day. Currently, 15 children are transported to and from the morning class and 15 children are transported to and from the afternoon class. The Head Start bus also drives the children to swimming lessons at the YWCA each week for two 8-10 week sessions yearly.

Keeping the bus in the lot actually reduces traffic congestion on Merrimac Street and Plummer Ave.. If necessary, the bus can be parked at another location at peak activity times of the Pioneer League.

### **In closing...**

For over 140 years, Atkinson Common has been a beloved community park, the scene of glorious gardens and open fields with picnics, weddings, graduations, birthdays, anniversaries, historic events, contemplative strolls, tennis, basketball, baseball, jogging, dog-walking and many other activities. In the heart of Atkinson Common is a monument that memorializes President Franklin Delano Roosevelt's "Four Freedoms:" freedom of speech and religion, and freedom from fear and want. The limited use of a tiny corner of Atkinson Common by CAI's Seacoast Center enables many of the area's most economically challenged children and their families to obtain comprehensive early childhood education, including recreation and learning about nature. The Parks Commission was founded to provide optimal facilities for the use of Newburyport residents and other users. Surely CAI children's use, at virtually no cost to and even encouraged by the City, is worthy of continued support. Hopefully some reasonable compromise can be found.













*(We have hundreds more pictures, but we hope you get the idea.)*