



## DOG PARK COMMITTEE MINUTES

Thursday, January 21, 2021 4:00 PM

Virtual Meeting via Zoom

### Present:

- Tom Gillispie, Chair
- Karen Martin, Vice-Chair
- Fred Kinch
- Clare Siska
- Joan Gardner

### Members of the Public:

- Cathy Fochtman
- Joe Will

Chair Tom Gillispie called the meeting to order at 4:05 PM and reviewed the virtual meeting protocols.

### I. New Business

#### 1. Main Street Updates.

- The Town, the AHA, and the Isaac Davis Way neighbors have reached an agreement for the utility easement under Isaac Davis Way for the AHA's septic system.
- Dale Design, a landscape designer that the Town has used, has provided a \$12K proposal for dog park design along with the Town's request for design for the 352 Main Street parcel. It is undetermined whether Dale Design has experience designing dog parks.
- At the AHA's 1/14/21 Main Street Design Review meeting, the architects stated that a sidewalk from Rt 2 to the AHA site at 362 Main Street is included in their design. It would be wise to confirm this.
- There are no updates regarding any additional negotiations between the Town and the Isaac Davis Way neighbors regarding the dog park.

#### 2. Annual Report: The ADPC's 2020 annual report was reviewed and finalized; Tom will submit to the Town Manager's office.

#### 3. CPC Presentation:

- The ADPC's presentation for the February 9, 2021 CPC meeting was reviewed and finalized.
- Plans and strategy for public comment at the CPC meeting were discussed. Public comment will be limited to 2 minutes. It was noted that the CPC does not plan to deliberate or make any decisions at the 2/9/21 meeting.

- All ADPC members are encouraged to attend the CPC meeting, but It was determined that an ADPC agenda does not need to be posted for the 2/9/2021 CPC meeting so long as no deliberation is planned.
- Tom will reach out to Jon Benson and the Town Manager for advice on handling any questions regarding negotiations with the Isaac Davis Way residents.

4. AHA Update:

- Fred Kinch clarified for the AHA that a recent Council on Aging member's comments regarding ADPC plans for 20 dog park parking spaces and public restrooms are misinformed.
- Tom watched the AHA's CPC presentation and noted that it received significant support.

5. Communications Update:

- Clare has drafted a general update for email subscribers, including a project timeline. The eblast will be updated and sent out after the CPC presentation.
- Clare will continue to update our website and social media platforms as needed.

6. Financial Update:

- Karen reported that there is approximately ~\$1200 in the dog park gift account.
- Karen is working with Melissa Rier, who is working with the Town's finance office to move the approximately \$4K annual dog park allocation from FY2020 into the dog park account.

7. Luisa Callahan membership status:

- Luisa's application was approved by the Volunteer Coordinating Committee. Her appointment is expected to be on the 1/25/2021 Board of Selectmen's Consent Calendar.

8. Friends of Acton Community Dog Park:

- Cathy Fochtman held an initial meeting on 2/19/21. Eleven individuals expressed interest on Facebook; there were five total attendees.
- Cathy proposes a five-month long fund drive, tentatively called the "Acton Iditarod" and is working with Melissa Rier on the logistics of processing donations.
- Melissa R has agreed to create a donation page on the Recreation Department's program registration page, which will be able to handle credit card donations.
- It was noted that the Recreation Department is expected to be short staffed for the next several months.
- Significant time in the next ADPC meeting will be dedicated to a discussion of the Friends of ADPC fundraising efforts. Members should review the email sent to the committee by Cathy – Subject: Proposed Fund Drive "Acton Iditarod" sent on Wednesday January 20, 3:13 PM -- before our next meeting.

## **II. Regular Business**

1. Review of 1/7/2021 meeting minutes was deferred.

## **III. Old Business**

1. None.

## **IV. Schedule Future Business**

1. Next ADPC meeting: 2/4/2021 – Minutes: Mike
2. CPC presentation: 2/9/2021 via Zoom
3. Follow-on ADPC meeting: 2/28/2022 – Minutes: Luisa

## **V. Citizens' Concerns:**

1. No citizen came forward with concerns at this meeting.

## **V. Adjournment**

The meeting was adjourned at 5:29 PM.

Respectfully submitted,

Clare Siska