



DOG PARK COMMITTEE MINUTES

Wednesday, June 28, 2023 7:00 PM

Virtual Meeting via Zoom

Present:

- Tom Gillispie, Chair
- Clare Siska
- Fred Kinch
- Karen Martin

Members of the Public:

- Cathy Fochtman, Friends of ACDP
- Dennis Dale, Dale Design
- Stephen Trimble, Recreation
- Joe Will

Chair Tom Gillispie called the meeting to order at 7:03 PM.

I. New Business

1. Design Update Work & Decisions

- Stanton design feedback was reviewed and response approach discussed.
 - i. Continue to advocate for wood chip surfacing with additional detail on our rationale and examples of other Stanton parks' use. Tom will contact suppliers to become better informed on the different wood chip & engineered wood fiber options.
 - ii. Push back on suggested slope citing Dennis's safety reservations. We are hoping that Stanton acceptance of a wood chip surface may make this requirement unnecessary.
 - iii. Agree to add additional space around benches as requested
 - iv. Request clarification of what is referred to by "Outer Areas" so we can address this concern.
 - v. Clarify our justification for irrigation decisions; suggest ADA accessible water fountain as a future add-on.
 - vi. Provide explanation and justification for farm fence.
 - vii. Agree to add protective fencing around tree plantings.

- viii. Tom will draft response and work with Town Manager to send to Stanton ASAP.
- Stormwater Management Design: Stamski & McNary quoted us \$10K. Linden Associates has several questions, has not yet provided a quote. ARPA Main Street Campus funds will be used to pay for the work, which will include the stormwater management for both parks. Tom will ask the Town Engineer for advice.
- Parking Lot Entrance and DOT – location appears to be acceptable to the DOT as will be the modification to the existing barriers. Town Engineer is working this angle. Planning Board feedback will require some changes to the parking lot design. Dean advised we have Stamski & McNary review the parking lot design or have Dennis work with the Planning board. Tom and Dennis to determine next steps.
- The committee echoed the need for a project manager, which has been established as a Select Board goal for the coming year.

2. Timeline

- We are working on the hopes of 1) Stanton grant received Summer 2023; 2) Out to bid fall 2023; 3) Select contractor Winter 2023-2024; 4) Break ground spring 2024; 5) Park opens Summer 2024. HOWEVER, there are too many variables to commit publicly to that schedule and will not yet publicize this timeline.

3. Friends of Acton Community Dog Park

- Raised the question of committing to the currently used name and logo; this came up in regards to the historical signage being proposed for the Main Street Campus. Committee members see no need for a change, but will they work together? Dennis suggested that seeing the two combined in initial iterations of the sign will be informative. Future discussion tabled for the time being.
- The Friends recommended that the Committee seek some or all funding for the shade structure in the upcoming CPA round. The committee voted unanimously to accept this recommendation and will follow up at the appropriate time. It was recommended that we start socializing the proposal to the CPC in September, 2023.
- The Friends will generate and send a list of proposed fundraiser to the ADPC for consideration and approval.
- The Friends will communicate out that the initial steps for construction have started, via email, website and Facebook.
- The Friends have established a Square system to take credit and debit cards at future events.

4. Financials

- Approved paying Dale Design recent invoice.
- Survey will be paid from \$4K dog license fees; there is a shortfall of \$500. Karen will work with the Recreation Department to clarify how to address short fall for Hancock

surveying invoice, exact amount of dog license fees transferred for use by the dog park for maintenance and upkeep, and the process for accessing and processing payments.

5. Neighbors
 - Tabled to next meeting.
6. CPC '24
 - Refer to New Business, #3, above.

II. Regular Business

1. Updates:
 - NOI – No update
 - Sewer Extension – No update
 - Senior Park – No update
 - Recreation Plan – Needs to be completed before some funds, such as PARC grants, can be pursued.
 - AHA – No update
 - Friends & Communications – Refer to New Business, #3, above.

III. Old Business

1. Review of meeting minutes was tabled to the next meeting..

IV. Schedule Future Business

1. Next ADPC meeting - Wednesday, July 12, 2023, 7 PM, virtual

V. Residents' Concerns

1. None

VI. Adjournment

1. The meeting was adjourned at 8:33 PM

Respectfully submitted,

Clare Siska
Member, Acton Dog Park Committee

Documents referenced:

- Stanton Design Feedback Email received 6/29/23
- Acton Planning Board feedback email received 6/23/2023