



## DOG PARK COMMITTEE MINUTES

Thursday, November 5, 2020 4:00 PM

Virtual Meeting via Zoom

### Present:

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

### Members of the Public:

- 🐾 Cathy Fochtman
- 🐾 Joe Will
- 🐾 Luisa Callahan

Chair Tom Gillispie called the meeting to order at 4:02 PM and reviewed the virtual meeting protocols.

### I. New Business

1. Tom gave an update on the dog park discussion at the 11/2/2020 Board of Selectmen's meeting.
  - a. Negotiations between Isaac Davis Way neighbors and Town representatives continue with significant progress reported. The next meeting with the neighbors is scheduled for Friday, 11/6/2020 at 1 PM. Karen Martin will represent the ADPC.
  - b. A final vote is anticipated at the 11/16/2020 Board of Selectmen's meeting.
  - c. Discussion touched on the following:
    - i. The Town Manager has expressed a need to look at the entirety of the two parcels, including improvements to the "upper" (352 Main Street) parcel. As a placeholder, the committee will refer to both parcels as "Heritage Park," home to the Acton Community Dog Park.
    - ii. A singular design by one firm, with linkage between the two parks and parking, and a holistic review process, will be needed.
    - iii. TBD whether Stanton Funds will cover construction of the parking area.
    - iv. Melissa Rier, Recreation Director, has expressed an openness to having the Recreation Department participate in the CPA application. We are on the Recreation Commission meeting agenda for Tuesday, 11/10. Tom and Cathy will attend.
2. Meeting schedules: The committee agreed to meet on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays at 4 PM moving forward.

3. Communications Update: Updates are being posted on NextDoor, Facebook, our website, and Instagram. Cathy and Clare will send an eblast out the weekend before the 11/16 BoS meeting.
4. Financial report: \$680 from the Powder Mill Animal Hospital Barks & Brews fundraiser is set aside to make a specific purchase (TBD) for the dog park. After paying for stamps, printing, and our Constant Contact subscription, we have \$587 remaining of cash donations received. Sticker sales have slowed while we await final site selection.
5. CPA application:
  - a. The committee reviewed a first draft of the CPA application and discussed approach.
  - b. Clare will post an updated draft in DRIVE in the next few days.
  - c. Terms negotiated between the Town and the neighbors could impact the proposal direction.
  - d. Tom will handle the next round of edits, with help from Joe, who will help Tom put it into the form that the CPC wants.
  - e. Proposal will need to include a formal, written cost estimate for the master plan & design from a design firm. Tom will contact the two firms he spoke with early in the process to gauge their interest.
  - f. Deadline for CPA applications is December 16 at which point they will review the list of candidates
  - g. Discussion of town-sponsored proposals by BoS is probably 12/7. We have two meetings before that. Tom will reach out to Jon Benson to see if submission to BoS after our 12/3 meeting will be in time.
  - h. Initial proposal can have a placeholder master plan cost estimate but we will need to have a firm number backed by one or more quotes before we present to the CPC (likely January 2021).

## **II. Regular Business**

1. The minutes of the 10/15/2020 and 10/22/2020 meetings were approved unanimously.
2. Fred gave an update from the most recent AHA meeting. Ryan Bettez is leaving Acton so will be stepping down from the Committee. The AHA is hoping that former Selectman Peter Berry will join their committee. Peter previously served as their liaison to the BoS. Most significantly, the AHA is expecting to receive a plan for their septic system this month. Fred will act as liaison to the AHA moving forward.
3. Luisa has not heard from the Volunteer Coordinating Committee. She will resubmit her application. Tom will message the chair of the VCC to try to move her application forward.

## **III. Old Business**

1. None.

## **IV. Schedule Future Business**

1. Next meetings: Thursday, 11/19 via Zoom at 4 PM – Minutes: Karen; Thursday, December 3 at 4 PM and Thursday, December 17 at 4 PM.
2. Site discussion (vote?) with Board of Selectmen: Monday, 11/16/2020 @ 7 PM

## **IV. Citizens Concerns**

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

**V. Adjournment**

The meeting was adjourned at 5:27 PM.

Respectfully submitted,

Clare Siska