



DOG PARK COMMITTEE MINUTES

Wednesday, May 3, 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
- Jeff Bergart, Council on Aging

Chair Tom Gillispie called the meeting to order at 7:06 PM.

I. New Business

1. Design Update Work & Decisions

- The design team has been working updating the design documents with the specifics of grading and integration with the sewer line project, coordinating with the Town's 90% design set for the sewer.
 - i. Location of a large utility pole in the area of the dog park driveway is an issue.
 - ii. An existing water line runs up to the small dog area and close to the shared fence with the all dog area, providing a location for water stations.
 - iii. DD requested that the pump station utilize the same coated black chain link fence to maintain design consistency.
 - iv. Need to finalize the cutoff from the dog park paved driveway to the pump station gravel driveway.
- Some boulders and large rocks on the parking lot site may require removal; if this causes excessive expense, we could reduce the parking lot to 12 spaces.
- Trees: Some poplars in and near the small dog area could be preserved. Plan for shade trees at the road, around the parking lot, and in the all dog area.
- Walkway inside the dog park. – consider stained concrete, scored to look like pavers. Less expensive option.

- “Cut and Fill” concept takes from the slope which is dug into to build the parking lot, and use that material to fill in other areas of the park. The ideal is an equal give and take of materials.
- The most significant issue to be addressed is storm water management. Need to factor in any runoff from the senior park slope. DD knows an engineer with qualifications to generate retention pond calculations, which are required to obtain the NOI from the Conservation Commission but is NOT needed for submission of the Stanton construction grant application. Cost is estimated at \$8K - \$10K. Tom to discuss with Dean Charter and the Town Manager a source for these funds.
- A separate soil management plan is needed before we break ground and is not considered to be a significant hurdle.

2. Deadlines, Goals and Meeting Schedule

- Now that the grading issues have been addressed, DD can start looking more closely at the Estimate of Probable costs. He will send a draft to the ADPC by Friday, May 12 for the committee to review in advance of the May 17 ADPC meeting.
- Tom will request a meeting with Town Engineering to address any final issues & details.
- Dennis is responsible for pulling together any/all documents for the construction grant application, save for a cover letter
- The primary focus of the committee’s May 17 meeting will be a review of the Estimate of Probable Costs and any related discussion and decisions.
- Target sending 90% design docs to Stanton end of May and assume an iterative process.

II. Regular Business

1. Updates:

- NOI – See New Business > Design Updates, above
- Sewer Extension – See New Business > Design Updates, above
- Senior Park – Will hold their next meeting on 5/10/23; COA is happy with progress
- Recreation Plan – No updates
- AHA – No updates
- Friends & Communications – The Friends are working on finance planning; next meeting 5/10/2023.

III. Old Business

1. Review of the 4/5/23 and 4/19/23 meeting minutes was tabled to the next meeting..

IV. Schedule Future Business

1. Friends meeting— Wednesday, May 10, 2023, 7 PM, virtual
2. Senior Park Subcommittee – Wednesday, May 10, 2023
3. Next ADPC meeting(s) Wednesday, May 17, 2023, 7 PM, virtual
4. Design + Engineering meeting – to be scheduled

V. Residents' Concerns

1. None

VI. Adjournment

1. The meeting was adjourned at 8:19 PM

Respectfully submitted,

Clare Siska
Member, Acton Dog Park Committee

Documents referenced:

Dog Park Planting Plan 5-3-23A.PDF (held by Dennis Dale)