



DOG PARK COMMITTEE MINUTES

Wednesday, August 9, 2023 7:00 PM

Virtual Meeting via Zoom

Present:

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

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

I. New Business

1. Design Update Work & Decisions

- Stanton Construction Grant: Members and attendees celebrated the Stanton Foundation's approval of our design and green light to go out to bid. This major milestone is due to the hard work of committee members, Town employees, and countless local supporters. Next steps are to:
 - Complete the stormwater management design; Stamski & McNary estimate three weeks time.
 - Obtain Mass DOT permits for widening the driveway and modifying the guardrail. QinRui Pang, Town Engineer, is applying for the permits.
 - Get updates on the Main Street Sewer Extension Project, which impacts our construction timeline.
- Bidding process: Dean Charter will discuss bidding next steps and resources with the Town Manager in September. ACDP Chair Cathy Fochtman described it as a very prescribed, boilerplate and time-specific process involving Town Counsel. Bids are led by Town departments and employees. It is a fair bit of work requiring a lead that has experience with the bidding process and is dedicated to the role. Tom is seeking information on the experiences of the Gardner Field Playground and Natick Dog Park groups. We anticipate that the bidding process will take place throughout the winter, with hopes of breaking ground in Spring, 2024.
- Feedback from the Planning Board: Dennis Dale, Dale Design, Inc., met with representatives from the Planning Board today. He made adjustments based on their feedback, which they found acceptable. The ADPC now considers this a completed step.

2. Friends of Acton Community Dog Park

- Committee members worked with Friends members to define a list of items needed for the dog park that are suitable candidates for fundraising.

3. CPC Planning

- Given the timeline of the bidding process, it won't be possible to establish the "gap" between our total available funds (Stanton Construction Grant + Town Match + fundraising balance) in time for the CPA application cycle. The committee will discuss CPA options and steps at our next (8/23/23) meeting.

II. Regular Business

1. Updates:

- Conservation Commission NOI – No update; dependent upon completion of the Stormwater Management Plan.
- Sewer Extension – No update
- Senior Park – No update
- Recreation Plan – No update
- AHA – No update
- Friends & Communications
 - The Friends will have an information table at the Acton-Boxborough Farmer's Market on Sunday, 8/13 from 10 AM to 1 PM.
 - Clare will announce the Stanton Construction Grant via Facebook and Constant Contact this week.
 - We agreed that our website needs a new approach as we enter this new phase. Clare will work on this in consultation with Tom.

III. Old Business

1. The minutes of July 26, 2023 were approved unanimously.

IV. Schedule Future Business

1. Next ADPC meeting - Wednesday, August 23, 2023, 7 PM, virtual

V. Residents' Concerns

1. A resident asked about the Friends tax exempt status. The Friends are working on becoming a 501 c3. Until then, donations can be made payable to the Town of Acton, c/o the Recreation Department, with "dog park" in the notation line.

VI. Adjournment

1. The meeting was adjourned at 8:22 PM

Respectfully submitted,

Clare Siska

Member, Acton Dog Park Committee

Documents referenced:

- Acton Planning Board 90 percent review – DD LP.1 06-07-23.pdf
- Furnished by Owner List FBO