



DOG PARK COMMITTEE MINUTES  
Wednesday, September 25, 2024, 7:00 PM  
Virtual Meeting via Zoom

**Committee Members Present:**

- Tom Gillispie, Chair
- Karen Martin, Vice-chair
- Clare Siska
- Fred Kinch
- Nadia Byrnes

**Other Attendees:**

- Jeff Bergart
- Joe Will
- Cathy Fochtman

Chair Tom Gillispie called the meeting to order at 7:02 PM.

**I. New Business/Old Business Updates**

1. Design/Construction docs update

- The contract with WDA Design has gone through legal and is now with the Town accountant. This last signature is anticipated this week.
- Thom B is trying to arrange a site visit next week; all welcome to attend; details will be distributed.
- On schedule for completion of bid package and going out to bid.

2. DOT Response

- Stamski & McNary is wrapping up the response to the DOT this week. The tenor of DOT concerns is “lightweight”; will amount to typical change orders during construction; very low risk.

3. Rules Discussion

- Tom has received liability wording from Thom B / Legal which needs to be included in the rules. Very straightforward.
- Committee has agreed on a limit of 3 dogs per handler in the SAME area (small dog or all dog). No decision on age but handler must be mature / responsible. More discussion to come.

- Clare to work on Rules “themes” at a later date.
- Rules will be “chipped away at” in coming meetings, as will FBO items.

4. Oktoberfest coming up this Saturday, September 28. The Friends have coordinated staffing schedules, equipment, sales processes

## **II. Regular Business**

1. Updates:
  - Clare showed pictures of a faux stone fountain that she saw in person.
  - Clare also mentioned that all poop stations she has encountered so far at vets, dog parks, etc. have used rolls of bags, not pull style
  - Communications – Facebook postings up this week re: Octoberfest and sewer construction as related to dog park. Constant Contact email also went out and website has been updated.
  - The Friends are working on obtaining forms that prove 501(c) (3) status and for use in tax-free purchasing.

## **III. Old Business**

1. Approval of minutes was deferred to the next meeting.

## **IV. Schedule Future Business**

1. Next ADPC meetings - Wednesdays, October 9 & 23, 2024, 7 PM, virtual.

## **V. Residents' Concerns**

1. None

## **VI. Adjournment**

1. The meeting was adjourned at 7:32 PM

Respectfully submitted,

Clare Siska  
Member, Acton Dog Park Committee