



## **Acton Dog Park Committee**

### Meeting Minutes

Wednesday, April 19<sup>th</sup> 7:00 PM

Virtual via Zoom

#### **Present:**

Clare Siska

Tom Gillispie, Chair

Karen Martin

Dean Charter-Selectboard Chair and Liason

Fred Kinch

#### **Absent:**

Nick Boivin

#### **Other Attendees:**

Joe Will

Cathy Fochtman-Friends of the Acton Community Dog Park

Jeff Bergart

Dennis Dale

## **1. Opening**

Chair Tom Gillispie opened the meeting at 7:04 PM.

## **2. New Business**

### **A. Design Update Work/Decisions**

### **1. Update from Dennis Dale**

Dennis can put the material list together for the construction grant by mid-May. Dennis asked about the possibility of a project manager. Dean advised to connect with the town manager and perhaps someone who is a town employee would make sense. Gardner field is an example of a town project with a project manager. Dean suggested the committee wait until May 8<sup>th</sup> after the selectboard is re-organized.

### **2. Design Decisions**

Trash Cans - Rubbermaid preferred. Need to check on size. Ideally 5 are purchased but 4 are critical. Cathy Fochtman indicated it will be important to know trash pick-up dates and procedures.

Fence Latch – Options reviewed. A simple closing latch is preferred over plunger latch.

Message Board - defer if needed. Possibility of an Eagle Scout construction project, ADPC to provide materials. Eagle Scouts have done these around town.

Utility Shed - Need to have but can start with a small size with a lockbox.

Tools - to be donated.

Woodland Trail - signage suggested to encourage dogs on leash for safety of senior walkers and due to proximity to busy roads. Plan to coordinate verbiage used in other places on the camps and town.

Trees and planting and stone walls per the design. Donations are an option. Trees may need guards.

Emergency Responder Box and AED needed.

Motion made to approve decisions made on all item 32-63 on the spreadsheet titled “Design Decisions Spring 2023” located in the Design Folder in the ADPC Folder in Google Drive. Motion seconded and approved unanimously.

### **3. Deadline goal and meeting schedules**

Construction grant application documents to be completed by mid-May.

Property survey results have been received.

Clarification needed on dog license fee. Is it \$4,000 per year or 2 dollars per licensed dog per year?

A motion was made to approve the dog license fees for 2023 to pay for the Hancock survey. Motion seconded and unanimously approved.

### **4. Committee Updates**

NOI - Natural Resources/Cons Com- none

Rec Plan - none

AHA - none

Friends - meeting to plan potential fundraising campaign; Pam Gillispie and Cathy Fochtman are working on the 510C aspect of the group. Future plans for Farmer’s Market and Octoberfest, 2023.

### **3. Old Business**

B. Approve Previous Minutes

1. Minutes approval were tabled to next meeting.

**4. Citizen's Concerns** - Jeff Bergart provided an update from the Council on Aging. Everyone is pleased with the progress of the Main Street Campus and would like to work and collaboratively with the ADPC.

**5. Adjournment**

At 8:22 P.M., it was moved and seconded to adjourn the meeting.

The motion was approved unanimously.

Respectfully submitted,

Karen Martin

Vice-Chair

The documents referenced at this meeting were:

- "Design Decisions Spring 2023" (available in Google Drive) with links to additional detail