



**DOG PARK COMMITTEE MINUTES**  
Wednesday, November 1, 2023 7:00 PM  
Virtual Meeting via Zoom

**Present:**

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

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

**I. New Business**

**1. Design Update Work & Decisions**

- Sewer extension is close to getting DOT approval for the larger, overall project. Permit application with requested design changes for the pipes under Rt. 2 has been submitted and awaiting approval. A second permit for combined dog park entrance and sewer pump house will likely not be submitted to the DOT until the aforementioned permit is approved. Tom will request a status update from the Town Engineer.
- Stamski & McNary, Inc. has completed the stormwater management design for the combined dog park & senior park. The drainage pond design remains the same, but they have included subsurface drains and chambers that will add substantial cost that Dennis Dale cannot estimate. Tom will set up a meeting with Stamski & McNary, Dean Charter, Dennis Dale and other stakeholders to see if the design can be simplified.
- Town Manager suggests November as a good time for him to work on the park bid, however, the DOT permit and stormwater management design are holding up the bid process. The committee suggested an update be provided to the Stanton Foundation.
- Surplus materials from the 56 River Street dam project may be available and useful for the dog park. Tom will arrange for the relevant parties to investigate.

**2. Feedback on Oktoberfest**

- A very successful event with the exception of a high number of defective balloons. Final numbers to come. People seem very aware of the park and interested in when it will open. The most prominent questions were regarding location and timing. This continues to be a very enjoyable and popular annual fundraiser and community outreach event.

### 3. “Future Home of” sign

- Cathy Fochtman has designed and is ordering the sign which will be mounted at the future park entrance. Website updates need to be in place before the sign is posted. Clare is working on the updates with time frame TBD.

### 4. CPC Planning

- Application will go through the Recreation Department. The committee discussed and agreed we should apply for \$100K in funding. Applications are due November 20. Tom will generate and circulate a draft application for committee review with plans to finalize at the November 15 meeting.

### 5. Timeline

- Groundbreaking and construction in 2024 is still considered doable if DOT permits come through in time.

### 6. Financials

- Deferred to a future meeting.

## **II. Regular Business**

### 1. Updates:

- There were no updates on the Senior Park, OSRP, or McManus Manor projects
- Friends & Communications focus are the “Future Home of” sign and the website updates.
- Notice of Intent (NOI) – When finalized, Tom will deliver the stormwater management plan to the Conservation Commission to obtain the NOI.

## **III. Old Business**

1. The minutes of October 4, 2023 were approved with three Ayes and one abstention.

## **IV. Schedule Future Business**

1. Next ADPC meeting - Wednesday, November 15, 2023, 7 PM, virtual

## **V. Residents’ Concerns**

1. None

## **VI. Adjournment**

1. The meeting was adjourned at 7:34 PM

Respectfully submitted,

Clare Siska  
Member, Acton Dog Park Committee