Called to order at 6:30
Committee members present: Beth Bukala, Vivian Merrill, Erik Merrill, Danielle Corsino

1) Open Session

Carly Reim- 9 Montcastle Dr. Chelmsford
-Asked where past meeting minutes were located. Vivian said she needs to post past minutes and is planning to do so.

Paul Lamadeleine- 185 Wellman Ave. No. Chelmsford
-Asked if there is a plan for rental monies. He had 2 proposals:
  1. A replacement tractor
  2. Set up a trust for the park. Once it reaches a certain level it will pay back to the park.

Vivian stated that we would have to talk to John Sousa since she’s not sure if a municipality can do that.

Lauren Coffey 30 Monadnock Drive Westford
-Asked what the protocol is for funding and reimbursing projects. Vivian stated the projects are funded out of pocket and reimbursed with a submitted receipt.

Nominations:
Vivian nominated Erik for Chairman, seconded by Beth unanimous vote
Erik nominated Beth for Vice Chairman, seconded by Danielle unanimous vote
Erik nominated Vivian for Clerk, seconded by Beth unanimous vote

Vivian moves to accept July minutes, seconded by Erik unanimous vote

2) New Business

We were denied the 2019 Stanton improvement grant entirely. Vivian stated that there may be a little wiggle room based on the 5% grant/year promised to us and asked what the committee wanted to fight for.

Lauren suggested the drip irrigation to protect the tree investment but Erik stated that since the trees aren’t in yet, this would most likely be denied.

Beth made a motion to create a proposal to The Stanton Foundation for money for the drainage project. Danielle seconded unanimous vote.
A summary of outstanding grant items was discussed. There is $6,000 that was granted for a shade structure in the rental area. This will most likely be reallocated. Beth asked if we could put the money toward drainage and Vivian said yes. There is $3,200 allocated for arborvitae trees along the back open area. Jim Marten proposed bamboo instead but this is more expensive. Vivian suggested fence slats. There is $1,600 for shade trees to be spent and $6,000 from CPC for landscaping improvements for the front section by the main sign.

- Vivian asked if we want to create an invoice for long term rentals. We are not sure if this is possible so it is tabled for now.

- There was a discussion about fence vendors for the delivery of the gazebo. Paul asked if a crane could be used instead of removal of part of the fence. Tori will need to be asked if the gazebo is structurally sound enough to be lifted. Paul will work on getting a fence quote.

- Vivian presented an application process for projects to be funded through the undesignated Dog Park Fund Account. Committee members will review the application and vote at the next meeting.

- There was a discussion of policies and procedures and a potential MOU with the CDA. Committee members will review the MOU and vote at the next meeting.

3) OLD BUSINESS
A discussion of a DPAC Brochure or newsletter was tabled till the next meeting. Beth suggested putting the DPAC’s website on CDA literature.

NEXT MEETING DATE:
November 6, 2019

Motion to adjourn by Beth at 7:40