

Dog Park Advisory Committee  
Meeting Minutes  
DATE: Tuesday, April 13, 2021  
6:00PM, Chelmsford Dog Park, 52 Richardson Rd., Chelmsford, MA

## MINUTES

Approved May 12, 2021

Supporting documents, except for working documents, for these minutes can be found on the Town of Chelmsford Website. This meeting was hand recorded by the Recording Secretary.

Members Present: Erik Merrill-Chairman, Vivian Merrill-Clerk, Danielle Corsino, Arthur Corsino

Members not Present: Elizabeth Bukala-Vice Chairman

Others Present: Will Wagner-Chelmsford Dog Association, Jim Martin-Chelmsford Tree Committee, Lou Martelli, Kathleen Gould, both of Chelmsford Dog Association

Chairman Merrill called the meeting to order at 6:14PM.

### NEW BUSINESS

#### **-Minutes Approval: March 30, 2021**

There were no Minutes to approve at this time.

#### **-Discussion of Front Main Area abutting Richardson Rd. & Replacement Planting Plan**

The DPW removed all of the dead trees and several pine trees from this area. An oak and a birch tree still remain. There are a number of stumps still in the ground from other trees and bushes that have been cut down previously. There is still some grass growing, and there are day lilies returning along the edge of the rock swale. Mr. Martin recommended planting at least 3-4 flowering trees such as Dogwood, Hawthorns, or Lilacs, and to use caution when removing the stumps so the roots of the remaining trees are not damaged. Mr. Merrill is planning on donating a number of retaining wall bricks for the main sign area in order to create a flower bed. The difficulty will be in watering all the new plantings, as there is no irrigation here. Other plants to consider included Hostas, Phlox, and Yucca. There may be a need to add more top soil to the area.

#### **-Park Closures: April 16, 17, 19, 20, 2021 for Tree Planting and Irrigation Expansion Project**

Upon entering the park, it was noted that the gate latches and springs still need adjusting. The FCDP will be asked to make the adjustments.

Mr. Wagner will re-convene with Asst. DPW Director Steve Jahnle about work on April 16, as heavy rain is predicted that day. Trees and mulch are still expected to be picked and delivered on Friday.

A walkway project will still need to be coordinated. Mr. Palmer was not available for an update on an estimate and other recommendations from Biagiotti Paving. The entire walking path on the All-Dog side is 1/10<sup>th</sup> of a mile.

Locations of the 10 trees was confirmed with Mr. Wagner and Mr. Martin. Mr. Martin recommended a 10' square surround around the trees in order to protect the roots from dog urine, and the trees from other activity. The trees will need many years to grow. The Committee preferred an 8' square surround, with post and fence around the 3 trees on the hillside of the Small Dog section. All the trees may get temporary post and fence surrounds until permanent ones can be acquired.

The status of the water will need to be confirmed. Mr. Wagner believed the irrigation system water to be available. The fountains are closed until further notice, due to the pandemic.

**-Funding Application: Gazebo benches**

This application was filed by Kathy Gould of the Chelmsford Dog Association. Lou Martelli has offered to build the benches. Ms. Gould would fundraise to pay for the entire project, which is estimated to cost about \$450.00.

The Committee noted that now that the gazebo has been made a "run through", as one panel was removed, the edges of the benches near the opening could be sharp, and cause potential injury. Mrs. Merrill suggested a smaller bench in the center section of each side of the gazebo. Mr. Martelli noted that fastening a bench to the vinyl covers of the posts on the gazebo could damage the structure over time, and it would be difficult to bolt a bench to the floor without side support. One panel still needs adjustment, as the slats are very loose.

**Motion:** by Mr. Corsino not to support the application for Gazebo benches. Seconded by Mrs. Corsino. **Motion carries, unanimous.**

**-Funding Application: Permanent benches**

This application was filed by Will Wagner of the Chelmsford Dog Association. The request is to fundraise for up to five more permanent green benches like the ones that are currently installed throughout the park. Two benches would be installed in the Small Dog side, and three others along the far end of the All-Dog side. Mr. Wagner asked if DPAC and the Friends of the Chelmsford Dog Park could sponsor one bench each if the CDA covered the shipping costs. The Committee agreed to ask the FCDP if they were interested in sponsoring a bench. The Committee preferred that the new benches match the existing benches, as the photo supplied was of a different style. The benches will have recognition plaques.

**Motion:** by Mr. Corsino to support the application for Permanent benches, with the conditions that the new benches match the existing benches, and if fundraising is only partially successful, that DPAC sponsor one bench, and to approach the Friends of the Chelmsford Dog Park to sponsor a bench and CDA include shipping costs in their fundraising. Seconded by Mrs. Merrill.  
**Motion carries, unanimous.**

**OLD BUSINESS:**

**-Discussion of Action Items from the previous meeting**

Tabled.

**-Status Report: Tree Planting & Irrigation Expansion project.**

Previously Discussed.

**-Signage for Emergency Access-completed**

Previously Discussed at Prior meeting.

**-Follow up on Action Items discussed at the March 30 Meeting**

**-New combination locks**

No representatives from FCDP were present to verify whether the locks are available. There was an e-mail from Mr. Lamadeleine about what combination to use.

**-Final gazebo work, light plate removal, bark mulch surround**

Mr. Merrill will remove the light switch box and replace it with a plate. Mr. Merrill has directed that DPAC purchase landscaping timbers to put around the base of the gazebo, and the space will be filled in with excess wood chips from the Tree Planting project. Mrs. Merrill contacted Sandie Rainey of the Chelmsford Rocks group to provide up to two dozen painted 4-6" rocks for the wood chipped area. The group is working on a Library project, and will work on this project after. She hopes to have the rocks ready by the end of May. Future events could include public rock painting projects for other areas of the park.

**-Verbiage for ACO contact sign**

FCDP was to coordinate this work.

**-Are additional rules signs needed**

An additional sign for the training area may be beneficial. Mrs. Merrill is to obtain quotes for additional signs. There could be one for the training area and possibly a second one in the all dog area, and one for the small dog area. Further discussion to be had at a future meeting.

**-Memorial Wall Update**

Mr. Wagner did not have a quote for this. Pursuit of the quote was tabled in favor of the brick projects. The Committee will discuss further at a future meeting.

**-How to promote the Rental Area more efficiently**

Discussion Tabled.

**-Thank you cards for vendors**

Members present signed the cards for work done by Ryan's Property Projects and the Swing Senter. Mrs. Merrill will get the cards mailed.

**PUBLIC INPUT**

No one came forward at this time.

**NEXT MEETING DATE**

**TBD**

**ADJOURN**

**Motion:** by Ms. Merrill to adjourn the meeting at 7:20PM. **Motion carries, unanimous.**

Respectfully Submitted,  
Vivian Merrill, Clerk

Supporting Documents:

- Funding Applications
- List of Action Items from Meeting of March 30, 2021