

Dog Park Advisory Committee
Meeting Minutes
DATE: Wednesday, April 20, 2022
5:30PM, Chelmsford Dog Park, 52 Richardson Rd., Chelmsford, MA

MINUTES
Approved June 15, 2022

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, Barbara Reilly-Vice Chairman, Vivian Merrill-Clerk, Danielle Corsino

Member not Present: Arthur Corsino

Others Present: Will Wagner and Lisa Grasso, Chelmsford Dog Association

The Meeting was called to order at 5:50PM by Chair Merrill.

NEW BUSINESS

-Approve Minutes August 30, 2021

Motion: by Mrs. Reilly to approve the Meeting Minutes of August 30, 2021, as presented.
Seconded by Mrs. Corsino. **Motion carries, unanimous, 4-0.**

-Park conditions review/project planning discussion

Pile-ons were considered for outside the park entrance/exits as a way to keep people from parking in front of the gates in the parking lot.

Mr. Wagner reported that the small retaining wall installed by the back of the park is working well at mitigating erosion. Flag poles were replaced with new poles that are twice as thick, and should withstand the wind better. The flags will be replaced as needed. The slope at the back of the "All Dog" side was mulched. Mr. Wagner will reach out to local Boy Scout troops to see if they are interested in completing any of three proposed projects: terracing the hill on the "Small Dog" side, build a patio under the pavilion on the "Small Dog" side, or building new agility equipment for the training/rental side.

Mrs. Merrill will follow up with Kathleen Canavan on whether the irrigation system can be used this year. Green Lawn has not been called, and a line is still broken. Mr. Wagner was advised by DPW to have Green Lawn repair the line, and bill the Town. Another line by the flag poles is now broken as well.

Mr. Wagner is considering doing a Fall grass planting, if loam or compost is purchased.

Ms. Grasso volunteered to continue hand watering the trees, and will consult with Jim Martin as needed.

The tree surrounds on the Small Dog side were vandalized, and have been repaired. Mr. Wagner is researching better tree surrounds for the trees on the hill on the same side. Mr. Merrill suggested using hog panels, which are flexible for the contour of the hill and can be purchased at Tractor Supply.

Mrs. Merrill will follow up on the status of a CPC grant which was awarded several years ago to see if the award is still valid.

The parking lot bollards need repair. The gazebo still needs some landscaping around it. Mr. Wagner will be obtaining new quotes to address drainage issues by the pine trees, and in the "All Dog" section. Any piping in the parking lot will need support, so they do not get crushed.

Two picnic tables were donated by the 99's Restaurant in Tewksbury. Another picnic table was partially stolen. A smaller picnic table has been moved under the pavilion.

New benches have been ordered, and should be arriving soon.

New design ideas will be discussed for the landscaping for the front plant area near Richardson Rd. There was a suggestion to plant a Dogwood Tree, with a stone surround instead of mulch.

-Review correspondence-Martelli

E-mail correspondence was received from Lou Martelli, regarding the placement of picnic tables and benches on the "Small Dog" side of the park, as well as a complaint against Mr. Wagner. The draft response letter will be revised to include information related to Mr. Martelli entering the parking lot through the exit, which is driving to endanger, as he was travelling rather quickly in the wrong direction. This was witnessed by two committee members just before this meeting, and has been reported on previous occasions. Mr. Merrill spoke to Mr. Martelli about this, as well as entering the Small Dog side of the park through the exit only gate. Mr. Martelli offered no explanation for his actions, and walked away.

-CDA Maintenance Update/Concerns

Discussion was had about posting 4MPH speed signs in the parking lot. Additional and more visible Enter and Exit signs may also be needed in the parking lot.

Motion: by Mrs. Reilly to order 4MPH road signs for the parking lot. Seconded by Mrs. Corsino.
Motion carries, unanimous, 4-0.

Mrs. Merrill will get quotes for the signs.

Facilities Director Kathy Canavan will be contacted about the status of the irrigation system to see if it can be used this year. This will determine whether grass and loam should be ordered for a potential Fall planting.

Ms. Grasso's social media posts on Park Conditions are well supported.

Park guests are still not following the Park Rules on a regular basis, mostly involving bringing balls, food and young children into the park.

There is a potential to plant Milkweed in the front section of the Park, near Richardson Rd., by the swale.

OLD BUSINESS

-(tabled) Discussion of event planning, promotion of rental area

-(tabled) Financial Review of Accounts

Next Meeting Date:

To be determined in June.

ADJOURN

Motion: by Mrs. Corsino to adjourn the meeting at 6:53PM. **Motion carries, unanimous, 4-0.**

Respectfully Submitted,
Vivian Merrill, Clerk

Supporting Documents:

-Draft Minutes
-Project quote and estimate