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Dog Park Advisory Committee
Meeting Minutes
DATE: Wednesday, May 12, 2021
5:30PM, Chelmsford Dog Park, 52 Richardson Rd., North Chelmsford, MA

TOWN OF CHELMSFORD
PATRICIA E. DZURIS
TOWN CLERK

MINUTES

Approved August 30, 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

Others Present: FCDP-Lauren Coffey, FCDP-Carly Reim, FCDP- Jarryd Palmer, CDA-Will Wagner
Lisa Grasso, Jacque Viera, Jim Martin-Tree Committee

Meeting was called to order by Chairman Merrill at 5:35PM

NEW BUSINESS

Minutes Approval

Motion: by Mrs. Corsino to approve the Meeting Minutes of April 13, 2021, as presented.
Seconded by Mr. Corsino. **Motion carries, unanimous.**

Discussion Regarding Friends of the Chelmsford Dog Park (FCDP) Correspondence

The FCDP notified the Committee via Certified Mail that they will no longer service the Park effective May 31, 2021, and the group will be dissolving. Ms. Coffey turned in a ring of keys to the sheds and locks to the park at this meeting. All signage and solicitations for the FCDP will be removed from the Park. The Town website page will be updated accordingly, and FCDP will take steps to shut down their own web page. Water and electric bills will be forwarded to the Chelmsford Dog Association (CDA), as they are the parent non-profit. FCDP auto-pay donations are being terminated with their bank. Ms. Coffey indicated the FCDP's desire to turn over their financial funds to the Town of Chelmsford. Mr. Wagner advised that under the FCDP Charter, they can only transfer their funds to another appropriate non-profit organization. Ms. Coffey and Mr. Wagner will work out the remaining financial and equipment transfers. Facebook administrative functions will be transferred to the CDA.

Discussion Regarding Amendment of MOU with the Chelmsford Dog Association

The Chelmsford Dog Association (CDA) is meeting on May 31, 2021 to discuss whether they will resume maintenance functions at the Park, and will notify DPAC accordingly.

Discussion of PFAS Contamination at 52-54 Richardson Rd.

Assistant DPW Director Steve Jahnle has notified the Select Board that PFAS monitoring at both sites is ongoing. They are concentrating their efforts at 54 Richardson Rd., as the concentrations of PFAS are higher there. The North Chelmsford Water District and the DPW are installing additional monitoring wells at both locations, as well as on Water District land. Underground scanning for objects should start on May 24, 2021. DPAC & CDA will be notified of any needed park closures, but this is not foreseen. Mr. Jahnle believes any impacts to the Park should be minimal.

New Project: Chelmsford Garden Club Initiative: Decorated Bicycles

The Chelmsford Garden Club is sponsoring a Town-wide effort to display Summer themed decorated bicycles throughout town. The bicycles can be displayed through July 4th. Mr. Wagner and Mrs. Corsino will each donate a bicycle, Mrs. Merrill will obtain decorations. A work session will be announced to put together the bicycles, which will be displayed on either side of the main Park sign.

Discussion of DPAC Vacancy Applications for Town Manager's recommendations

Committee members preferred to have this discussion in Executive Session.

Motion: by Mr. Corsino to move the topic of Committee Vacancies to Executive Session.
Seconded by Mrs. Corsino. Mrs. Merrill opposed, all others in favor. **Motion carries.**

Lisa Grasso asked if the Park's water could be turned on again, as the State is allowing water features to be restored as the COVID-19 pandemic is winding down. Mr. Merrill advised he would check with the Public Health Dept., as the PFAS study may also impact water access. Facial masks are voluntary at this time.

Ms. Grasso provided a statement which outlines her interest in joining the Committee, as well as her involvement with the Park.

OLD BUSINESS

Park Review: Tree Planting and Irrigation Expansion Project

Mr. Martin is developing a watering plan. The soil is very compacted around many of the trees, and some are in wet areas. DPW has provided watering bags to assist with irrigation, as the Park's irrigation system has been shut down, per DEP orders related to the PFAS contamination situation.

Mr. Martin noted the trees were very root-bound when received, and some roots needed to be removed. The watering bags were installed by Mr. Martin, Ms. Grasso, and Ms. Viera during the meeting.

Park Review: General Park Conditions

Permission was given to allow a new Lost and Found bin near the Park's gated entrance.

Mr. Palmer reported that the book shelf was deteriorated from water and weather, and was disposed of.

There is one remaining rose bush in the parking area. The others have died.

The dumpster area needs to be cleaned, and an old table needs to be removed. Mr. Wagner will check the condition of a ladder, and he will determine whether it is still safe to use.

The RAP pile is no longer usable. What is left is now solid. DPW will be asked to remove it, or chop it up and spread it in the parking area.

Mr. Merrill is still working on gathering materials for the Gazebo landscaping project.

An existing FCDP plan was shared with the Committee regarding landscaping for the front main sign area. Work will be tabled at this time, due to lack of irrigation. Mr. Merrill has some wall blocks he will donate for the main sign surround area.

New quotes are needed for the Memorial Wall project.

Signs may be needed to remind park visitors that smoking is not allowed, and all dogs must be leashed in the parking area. Additional rules signs may be needed for other sections of the park, not just the main entrance.

Pending Projects

Previously discussed in last section.

Rental area promotion was tabled.

Mr. Palmer is still working on getting an estimate for paving the walkway in the All-Dog section.

Volunteer efforts are ongoing. Mr. Wagner will follow up to see which volunteers are doing what work. He will also contact DPW about getting more sand for filling holes, and more RAP for filling holes in the parking lot.

More Exit & Entrance signs may be needed for the parking lot. DPW will be asked to fix the existing Exit sign, as the pole is no longer connected to the pole in the ground.

The flagpole will be replaced.

The Porta-Potty will be removed, unless additional funding can be secured for it.

PUBLIC INPUT

An e-mail received from Cassie Bennett was read into the record. Mr. Wagner will address the issues raised with his Board, and with the Board member involved in particular.

NEXT MEETING DATE

TBD, as needed.

ADJOURN

Motion: by Mr. Corsino to adjourn the meeting at 7:19PM. Seconded by Mrs. Corsino. **Motion carries, unanimous.**

Respectfully Submitted,

Vivian Merrill, Clerk
Dog Park Advisory Committee.