

MILLBURY DOG PARK COMMITTEE

APRIL 19, 2022

ATTENDANCE: Mary Wright (Chair), Susan Ainsleigh (Vice Chair), Pam Adams, Christine Kelley

ABSENT: Laurie Connors

NON-VOTING: Friends of the Butler Farm Dog Park, Inc.: Monica Delaporta, Mike LaTour

Town of Millbury: Stephanie Collins-Planning Board Clerk, Conor McCormack-Assistant Planner,
ARIordan (caller did not identify themselves when invited to do so)

1. Call to Order: Mary Wright called the meeting to order at 6:05 PM. The meeting was held remotely through Zoom due to the COVID-19 pandemic and a meeting room conflict. The meeting was streamed through Millbury Public Access Cable.

2. Meeting Minutes: March 15, 2022

Christine Kelley made a motion to approve the March 15, 2022 minutes of the Millbury Dog Park Committee as presented. Susan Ainsleigh seconded the motion. Vote: Aye-5.

3. Treasurer's Report:

- a. As of 4/19/22 the balance in the account is \$15,347.32.
- b. Friends of the Butler Farm Dog Park, Inc: \$3,735.29 as of 12/21/21.
- c. Number of Registered Tags: 91 tags as of 4/19/22, 224 tags sold in 2021.

4 Capital Improvements and Maintenance:

- a. Review the schedule for emptying and filling bags: Mike 4/23, Christine 4/30, Monica 5/7, Mary 5/14, Susan 5/21
- b. Review Status of Bids for Stormwater Improvement Project: Conor stated that five bids were received. The lowest bid of approximately \$66,000 was offered to local contractor 102 Property Maintenance, Inc. He is waiting for the contract to be returned. The Town Manager is supportive of using available town grant funds to pay for the project. A pre-construction meeting will be set up. Conor hopes the project will start late summer and be done by the end of October.
- c. Schedule Spring Clean-Up: Holes need to be filled, general clean-up done, however it was decided that mulch will not be moved due to the construction project happening this summer. It was decided to schedule the clean-up at the next meeting for early June.

Mary stated that the faucet may be broken. She will email Laurie Connors to ask who we ask to turn on the water at the park and who would be responsible to fix it.

- d. Applications: Mike stated that applications are needed at the park. Stephanie will make copies and Mike will pick them up this Thursday.
- e. Summer Help: Stephanie sent the job description to the committee. The pay rate was increased from last year to \$14.25. Susan Ainsleigh made a motion to approve and post the job description/advertisement for summer help for 2022. Christine Kelley seconded the motion. Vote: Aye-5.
- f. Mutt Mitt Bags: Arrived and are at the park.
- g. Broom: Purchased and is at the park.
- h. Poison Ivy Mitigation: It was decided to remove this item from the agenda as mowing and weed whacking keeps the poison ivy under control.
- i. Committee Membership: Conor stated that the dog park committee is currently allowed 5 members. If we wanted to increase that number, there is a process to follow. It was decided to keep the number of members at 5. Mary will email Laurie to ask if she would like to continue as a member.

13 people indicated on their applications this year that they would be interested in joining the Friends. Monica will reach out to Greg Williams to talk about how to proceed.

5. Payment of Invoices:

Christine Kelley made a motion to pay Belson Outdoors invoice in the amount of \$311.75 for the Mutt Mitt bags. Susan Ainsleigh seconded the motion. Vote: Aye-5.

Christine Kelley made a motion to pay Weston & Sampson invoice in the amount of \$3,500.00 for engineering services. Susan Ainsleigh seconded the motion. Vote: Aye-5. Conor stated that this amount is part of the estimated \$10,000 that the park will need to pay Weston & Sampson for engineering services.

Susan Ainsleigh made a motion to pay the Millbury Sutton Chronicle invoice in the amount of \$212.40 for the bid advertisement for the stormwater project. Pam Adams seconded the motion. Vote: Aye-5.

6. Incidences: There were no known incidences.

7. Fundraising:

a. Yard Sale fundraiser: No update.

b. Golf Tournament: No update.

c. Meat Raffle: Christine stated that all dates are currently full. Anna from the Lions Club will reach out to Christine when they open up new dates in the fall.

e. Popcorn: Monica will find out if the \$174 check has been received.

f. Banners/Stickers: No Update.

g. Dog Swim: Monica will reach out to Sutton.

9. Other Business:

a. Grafton Movie Night: Christine stated that the Bark Park has been invited by Jennifer Anderson of Grafton's Recreation Dept. to have an informational booth at a pet-themed movie night on Grafton Common on June 23 from 6-8pm. The cost to the park would be \$30. Christine will ask if we can have a raffle, however Ms. Anderson did say that other organizations were having just information available. Mary stated that she could man the table. Mike also volunteered to help. Stephanie has the tri-fold poster used at Pet Rock. She will look into ordering some magnets and/or stickers. We should have flyers, applications, and Dog Swim flyers available.

b. Facebook: It was decided to post our meeting agendas on Facebook and the Millbury Facebook page. Posting short videos to talk about events was discussed. The hope is to generate participation.

10. Next Meeting: May 17, 2022 at 6:00 PM at by Zoom.

11. Adjournment: Christine Kelley made a motion at 6:36 PM to adjourn. Pam Adams seconded the motion. Vote: Aye-5.

Respectfully submitted,
Mary Wright

