



Windsor Dog Park meeting minutes

Attendees:

Steve Fox, Rachel Fox, Ken Filete, Renee Filete, Mike Falk, April Vines, Liz Hoffman, MJ Day
Paul Norris, Brian ??

Agenda Items of Discussion:

1. Committee reviewed current state of Park
 - a. Acknowledged current funds total as on Monday Aug 24th = **\$17,622.10**
 - b. Acknowledged our gratitude for the key subject matter expertise provided by Mr. Paul Norris
 - c. Itemized summary of quoting key items to date that included: Fencing, Mulch, Bag Dispensers, Bulletin board, Benches (Notes: Need to include future signage costs. Paul also confirmed we can bolt this onto the fence)
2. Committee discussed key milestones (Phases) to date achieved to final groundbreaking
 - a. Committee reviewed copies of the MOU
 - b. Committee discussed need to create and finalize an overall project plan
 - c. Committee discussed October start up date versus waiting until next year
 - d. Committee discussed the need to have membership more actively participate in voting upon key issues
3. Committee established future meetings protocol
 - a. Committee agreed to use a meeting decorum for future meetings (see appendix A)
4. Committee discussion of groundcover choices:
 - a. Committee reviewed aspects of MOU which outlined mulch to be the original outlined choice
 - b. Paul Norris shared that work could begin right after the Columbus day Soccer tournaments once the committee has agreed to the final ground cover choice
 - c. General discussion expanded to include all possible ground cover, this being: Grass, Mulch, Crushed Granite, Sand, Other (concrete and pea gravel were mentioned but quickly ruled out due to high costs)
 - d. Committee discussed benefits and disadvantages of three main ground cover options

	<u>Benefits</u>	<u>Disadvantages</u>
Sand	Zero Costs, future town support	Dusty, potential for holes, injury risks
Mulch	Original design spec, most common	Costs (vs free), required annual maintenance
Granite	TBD, costs (unknown)	Dusty, possible drainage requirement
 - e. Committee finalized the ground cover selection to be one of these three choices
 - i. Sand
 - ii. Mulch
 - iii. Crushed Granite

Committee General Discussion Points:

- Committee was polled to ask if anyone supported sand based ground cover, no one answered affirmative
- Paul Norris advised committee to prepare a general status update to present to the town council for January 2010
- Committee acknowledged the need for continued fundraising activities with sub items to include
 - April and Liz shared that the "Walk for Chance" may be up for grabs
 - Committee bounced around ideas that we could use for donations that will fall within park specs some these included different sized bones to hang from the bulletin board i.e. Gold, Silver and Bronze themed
 - Committee acknowledged that a series of fundraisers would need to occur with different folks leading different events as to spread the wealth for fundraising activities. This was met with great enthusiasm
- Committee acknowledged steps to ground breaking to occur as follows:
 - 1) Land clearing / leveling to be performed by Town of Windsor, costs = \$0.00
 - 2) Ground cover placement after final choice is made on Sept 17th, then move forward
 - 3) Put in Fencing based on current estimate of \$11,600 (General question: WHICH CONTRACTOR IS THIS)
 - 4) Ground breaking is available from Mid October through early November otherwise wait until next year

August 25th, 2009



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Conclusions / Take Aways:

- Gather more details in regards to the final 3 ground cover choices:
 - Mulch: latest quote came in @ \$2,100 (140 cubic yds spread to 3" thick) for a full 6" it would be \$4,200
Ken Filete to provide more details on this ground cover option
 - Crushed Granite: Do more research
Rachel Fox to do a field trip to check out samples and get overall costs and samples
 - Sand: No further action was identified as no one was present to champion this choice
- Reconvene on Sept 17th to finalize ground cover choice
- April and Brian made the suggestion that all membership of the Windsor Dog Park committee should show a partnership and sign up for the friends of Northwest Park. This may be an opportunity to link up for future events
- Get costs on signage for displaying the rules
- Research ideas to gain corporate support (Note: Can we post this on our site?)
- MJ Day would develop fundraising template that we can use for future corporate engagement and bring copy for committee to review at our next meeting

Appendix A:

In order to put a more structured process into the Windsor Dog Park Committee monthly meeting process and outline for future meetings was introduced and agreed upon as follows:

1. Call to order
2. Committee roll call
3. Adoption of agenda
4. Reading of previous meeting minutes and acceptance
5. Reports from Committee heads
6. Special Business / Ad hoc (if applicable)
7. Unfinished business discussions
8. New Business discussions
9. Announcements
10. Final Question and Answers
11. Adjournment
12. Post previous monthly meeting minutes onto website