



Townsend Dog Park Feasibility Committee

Present: Chair: Sara Grant | Vice Chair: Julie Byars | Secretary: Laura Doell | Finance: Cheryl Voutour |
Alternate: Nicolette Reed

Not in Attendance: Events: Janelle Hart

Minutes of Townsend Dog Park Feasibility Committee

January 8, 2020 at 7:00 P.M.

Townsend Public Library – Study Room

- Approval of minutes from 12/18/2019 meeting. [Approved.]
- Update on technical issues: [Sara G]
 - Posting our minutes: Sara e-mailed Jessica Funiaole. We no longer have an IT person working at Town Hall. Minutes need to be sent in to the Clerk's office. Laura will bring all approved minutes so far to the Clerk's office, and will ask if she can get a password to be able to post minutes online.
 - Survey Monkey – The town does not have an account. The basic account is free; limited to 500 responses. Sara will run a trial with the questions we have so far so we can make sure it works.
- Updates on the Feasibility section reports:
 - Town Planning Committee update on a when we can take a tour of available areas in Townsend. [Julie B] Julie needs more time. Will report back at February meeting.
 - Dog Park Rules and Etiquette – updates on rules for dog parks and research into establishing rules and guidelines and e-document [Nikki R.] Nikki had sent her piece in November.
 - Update on the Public Interest Survey and modification of questions and use of survey monkey and survey contacts. [Sara G]
The Face book page has not been updated for a long time. Sara would like Janelle to post what we have been up to, and what we need. (Survey)
- Interest Group Update
 - Updated Cheryl and Nikki on our 12/18 decision from the minutes. When Janelle posts, she can stay neutral in tone and state facts.
- Other topics?
 1. Sara and Cheryl will analyze Ayer and Fitchburg costs; try to create an estimate based on those two and one newer park.

2. Laura will draft a letter to Dog Officer Mary Letorneau, asking her to come to one of our meetings. (March, if possible.)
 3. Laura will create a piece for the Feasibility Study about the Stanton Grant. If she can, she will contact Town Clerks to see if there is data on number of incidents reported per year.
- Next Meeting is February 5th at 7pm in Townsend Public Library
 - Meeting adjourned.