



Robert J. DeRubeis
Commissioner

Off-Leash Area Working Group

Friday, January 17, 2014

City Hall, Room 202

Meeting Minutes

Attendees: Commissioner DeRubeis, Carol Stapleton, Carol Schein, Bud Grantham, Amy Koel, Mike Verdun

- The Commissioner opened the meeting. He brought up the possibility of an off-leash area at the paved area of Norumbega Park, directly on Comm. Ave., abutting the Marriott's parking lot. With the brush cleaned up and the pavement removed, it could be a small dog park. This is to be discussed in the future with the Conservation Commission. It was agreed that bringing the Marriott into the loop would be a good idea.
- Invited guest, **Steve Sallan, Project Coordinator for the Stanton Foundation**, presented their key criteria for dog park funding. There are 3 parts:
 1. Preliminary Design grants are offered for the costs of the initial design. This would cover the cost of hiring a landscape architect to work with the city to produce a design development - level design. (10% of hard construction costs). This submitted design and budget would then go before a group of reviewers (Joe Connelly, Director of Recreation, a veterinarian, and Ken Crasco, Boston Landscape Architect) for approval.
 2. Construction Grants to support the costs of final design, construction docs for bidding and construction costs for approved dog park plans. These grants cover up to 90% of anticipated costs. Once the project moves through the City process and has a bid#, Stanton will write a check for 90% of the project cost, as long as there is a 10% donation from the City.
 3. Post-Construction/Capital Improvements (good for the first 3 years after construction) to support follow-up issues (i.e., repairs, enhancements).
- There is a consensual agreement (an MOU) drawn up between the City and the Foundation for the project. If the City wanted to reject the low bidder (based on previous projects), then the Stanton Foundation could assist with awarding the project to the next bidder up the list. Mr. Sallan handed out folders with samples of Arlington's feasibility studies, RFP for a designer, designer's proposal, MOU, contract award, proposals,
- The Commissioner gave a brief explanation of OLAWG to Mr. Sallan and explained that the City already has 7 OLA's. Mr. Sallan stated that the Stanton Foundation money is intended for new parks; one park per City.
- Some of the Foundation's requirements for an off-leash area: safe surfacing for dogs; 6'-high fence; a water line; signage and a double-gated entry. Shade is desirable. They would not fund a "small dog" park as that would be exclusive.
- He highly recommended visiting Thorndike Park in Arlington, as it is a wonderful example of a well-designed, functioning dog park that they have funded; also, Peters Park and Rowan Park in the South End. He, himself, likes to visit the one in Somerville, 0 New Washington Street in Sullivan Sq. behind the Holiday Inn.