

**ANIMAL AND DOG PARK ADVISORY COMMITTEE MEETING**

Friday, October 2, 2020

8:00 am – 9:00 am

**Meeting held via Webex**

Meeting Link:

<https://nashuanh.webex.com/nashuanh/j.php?MTID=m6233e91ee88b795f5d9d65654ebb2340>

Access code: 129 782 7667

Password: vm@ADPAC

To Join by Phone: 1-408-418-9388

**DRAFT Minutes**

<b>Attendees</b>	
<b>Committee Members:</b>	
Bob Langis, Animal Control Officer	✓
Becky Longval, Nashua Humane Society Representative	
June Lemman, Community Member (Vice-Chair)	✓
Amber Logue, Community Member (Chair)	✓
Megan Villacis, Community Member	✓
Tom Lopez, Board of Aldermen	✓
Patricia Klee, Board of Aldermen Alternate Member	
<b>Staff:</b>	
Mike Harris, Parks and Recreation Operations Manager	✓
Deb Chisholm, Waterways Manager	✓
Julie Chizmas, Transportation & Long-Range Planner	✓
Cheryl Lindner, Chief of Staff	
Sarah Marchant, Community Development Director	
Cecilia Ulibarri, Mayor's Liaison	

Prior to beginning the meeting, a "Checklist to Ensure Meetings are Compliant with the Right-to-Know Law During the State of Emergency" was read aloud so all committee members and any members of the public participating virtually via Webex or by phone were aware of the steps that had been taken for the virtual meeting, including:

- a) Providing public access to the meeting by telephone.
- b) Providing public notice of the necessary information for accessing the meeting.
- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.
- d) Adjourning the meeting if the public is unable to access the meeting.

**1. Adoption of the [September 11, 2020 meeting minutes](#)**

Motion: Amber Logue  
Second: Megan Villacis  
Voting Members in Favor: All

**2. Referral from Board of Aldermen**

Re: Ordinance O-20-031 – Prohibiting Dogs in Fenced-In Tot Lots (Attachment 1)

The Committee reviewed and discussed the proposed ordinance prohibiting dogs in fenced-in tot lots. The Committee supported the intent of Ordinance O-20-031 and recommended the following changes:

- Change "Prohibiting **Dogs** in Fenced-In Tot Lots" to "Prohibiting **Pets** in Fenced-In Tot Lots";
- Add language excluding Service Animals, as defined under the Americans with Disabilities Act, from the prohibition; and
- Add language to include not only the listed fenced-in tot lots, but also any future fenced-in tot lots.

Next Steps:

- Julie will draft and submit a response letter confirming Committee support for Ordinance O-20-031 with the recommended changes.

**3. Millyard Dog Park Site**

Amber spoke with Diane Lilley at Absolute Broadcasting for information on the tower infrastructure that is below ground. There are no known drawings of the mesh grid but Diane described it as being above the frost line and constructed of metal strips that are a uniform distance apart. Amber is working with Diane, who will have someone go out with a metal detector to try to determine the extent of the grid. Julie will check with the City's Building Safety Department to see if an electrical plan that shows the grid was filed.

Absolute Broadcasting thinks it is possible to construct a dog park in the vicinity of the tower but has concerns with dogs digging and voltage. If any damage occurs to the grid, the Dog Park would be responsible for repairs. Continental Paving caused damage that disrupted the signal several years ago and may have information about the grid as they had to repair the damage. There are also concerns with kids climbing the fencing around the tower and guy wires. Not trimming the brush around the fencing is one method used to deter climbing.

Next Steps:

- Use metal detector to determine extent of mesh grid
- Check with Building Safety to see if a plan was filed for the tower
- Start exploring additional sites

#### 4. Dog Park Feasibility Study

The attached draft Scope of Work for a Millard Dog Park Feasibility Study was distributed to the Committee in advance of the meeting and reviewed. Overall, the Committee thought the SOW looked good. It was asked who would administer the public engagement piece and Julie said it would likely be a combination of the Consultant and the Committee and that those details would be determined during contract negotiations. The following additions to the SOW were suggested:

- Add "Sustainable" to Dog Waste Management under Task 4: Operations and Maintenance Plan
- Include a review of the City's history with respect to sustainable fundraising for these types of projects.

##### Next Steps:

- Julie to revise the Scope of Work and draft a RFQ/RFP for review by the City's Community Development and Purchasing Departments

#### 5. Animal Shelter and ACO Updates

Becky could not attend the meeting but told Bob in advance that everything is "business as usual" at the Shelter and they are actively adopting out cats and dogs.

A report on ACO calls through September is attached. Bob said animal calls have slowed down, which is typical for fall. Wildlife calls are down as are At Large calls, which usually happens when school is back in session. This year is trending to end with around 1,300 -1,400 calls. There were a total of 1,579 calls last year and this year, there have been 1,075 thru September. Bob reported that bear sightings are up and there was also a moose sighted north of Greeley Park.

#### 6. Dog Park Design Sub-Committee

No updates to report. Julie will get Nick Caggiano's new email address for the Sub-Committee distribution list.

#### 7. Committee Vacancy

Kathy Abel's nomination form and resume have been submitted to the Mayor and will go before the Human Affairs Committee at their next meeting, scheduled for Monday, October 12th. Kathy is a "non-dog owner" and will have a different perspective to contribute to the Committee, which is important. The Committee hopes to welcome Kathy at the November meeting.

Motion made to adjourn (June Leman) and seconded (Bob Langis). All were in favor and meeting adjourned at 8:43am.

Next Scheduled Meeting: Friday, November 6<sup>th</sup> at 8:00 AM – 9:00 AM

**\*NOTE:** Meetings will be moving to Zoom starting in November. Join info will be sent to ADPAC members and the City Calendar updated.

## Board of Aldermen

City of Nashua  
229 Main Street  
Nashua, NH 03061-2019  
(603) 589-3030



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## MEMORANDUM

TO: Animal and Dog Park Advisory Committee

FROM: Donna Graham, Legislative Affairs Manager

DATE: September 23, 2020

SUBJ.: Referral from Board of Aldermen

Ordinance O-20-031 – Prohibiting Dogs in Fenced-In Tot Lots

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The Board of Aldermen met on September 22, 2020 and referred the above-referenced Ordinance to the Personnel/Administrative Affairs Committee and the Animal and Dog Park Advisory Committee for review and recommendation.

Please advise as to your next meeting. The Board looks forward to receiving your recommendation with respect to the proposed legislation. Please forward it to my attention at your earliest convenience. Thank you in advance.

Attached – O-20-031



## ORDINANCE

### PROHIBITING DOGS IN FENCED-IN TOT LOTS

### *CITY OF NASHUA*

*In the Year Two Thousand and Twenty*

*The City of Nashua ordains* that Part II “General Legislation”, Chapter 215 “Parks and Recreation Areas”, Article I “Park and Playground Rules”, Section 215-1 “Prohibited Acts” of the Nashua Revised Ordinances, as amended, be and hereby is further amended by adding the new underlined language as follows:

**“§ 215-1. Park and playground rules.**

In all parks, playgrounds, pools, and other City recreational facilities, no person shall:

...

N. Bring a dog into the following fenced-in tot lots:

- (1) Shattuck Street;
- (2) Belvedere (Bridge Street);
- (3) Erion Field (Robinson Road); and
- (4) Jeff Morin Playground at Roby Park.”

This legislation shall take effect following its passage.

**LEGISLATIVE YEAR 2020**

**ORDINANCE:** O-20-031  
**PURPOSE:** Prohibiting dogs in fenced-in tot lots  
**ENDORSERS:** Alderman Patricia Klee

**COMMITTEE  
ASSIGNMENT:**

**FISCAL NOTE:** Approximate cost of signage: \$150.00

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**ANALYSIS**

This legislation would prohibit dogs in the listed fenced-in tot lots.

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**Approved as to form:** Office of Corporation Counsel

**By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **City of Nashua Animal and Dog Park Advisory Committee**

### **Dog Park Feasibility Study - Draft Scope of Work**

#### **1. Project Background and Description**

The City of Nashua's Animal and Dog Park Advisory Committee, through the City's Community Development Department, is requesting proposals from qualified professional firms and individuals to assess the feasibility of locating a dedicated dog park in the Millyard, off of Pine Street.

In 2019, the City of Nashua established the Animal and Dog Park Advisory Committee and charged it with advising the City regarding the establishment of a downtown dog park. The Committee has reviewed several parcels in the downtown area, with the Millyard lot identified as the preferred location.

#### **2. Project Area**

The proposed location for a new downtown dog park is a 4.75-acre lot located in the Millyard (Lot 77-5). This site is less than ¼ mile from the Tree Streets, Nashua's densest residential neighborhood. A 15-foot wide gravel trail runs along the north side of the property, providing access to the 325-acre Mine Falls Park. The property can also be reached by the Heritage Rail Trail via the pedestrian bridge over the Nashua Canal. In addition to being easily accessible by foot, the property also has public parking nearby.

The property is currently owned by the Nashua Millyard Associates, Inc. and the western portion of the lot is leased to Absolute Broadcasting, LLC., for use as an AM radio transmitter site.

#### **3. Project Objectives**

The primary goal of the Feasibility Study is to determine if the proposed location is suitable for use as a dog park, with respect to general recommendations and guidelines for an urban dog park, the area served, accessibility, environmental conditions, and operations and maintenance.

#### **4. Project Scope**

The services provided shall include the following:

##### **Task 1: Existing Conditions Analysis**

- Floodplain and GIS data review
- Existing use as AM radio transmitter site
- Availability of utilities (water, electricity)
- Permitting

##### **Task 2: Public Engagement**

- Online Community Survey
- On-site/In-Person Pop-Up Meeting(s)

Task 3: Conceptual Design

- Recommended design elements and infrastructure, based on Tasks 1 & 2
- Cost estimate
- Project timeline

Task 4: Operations and Maintenance Plan

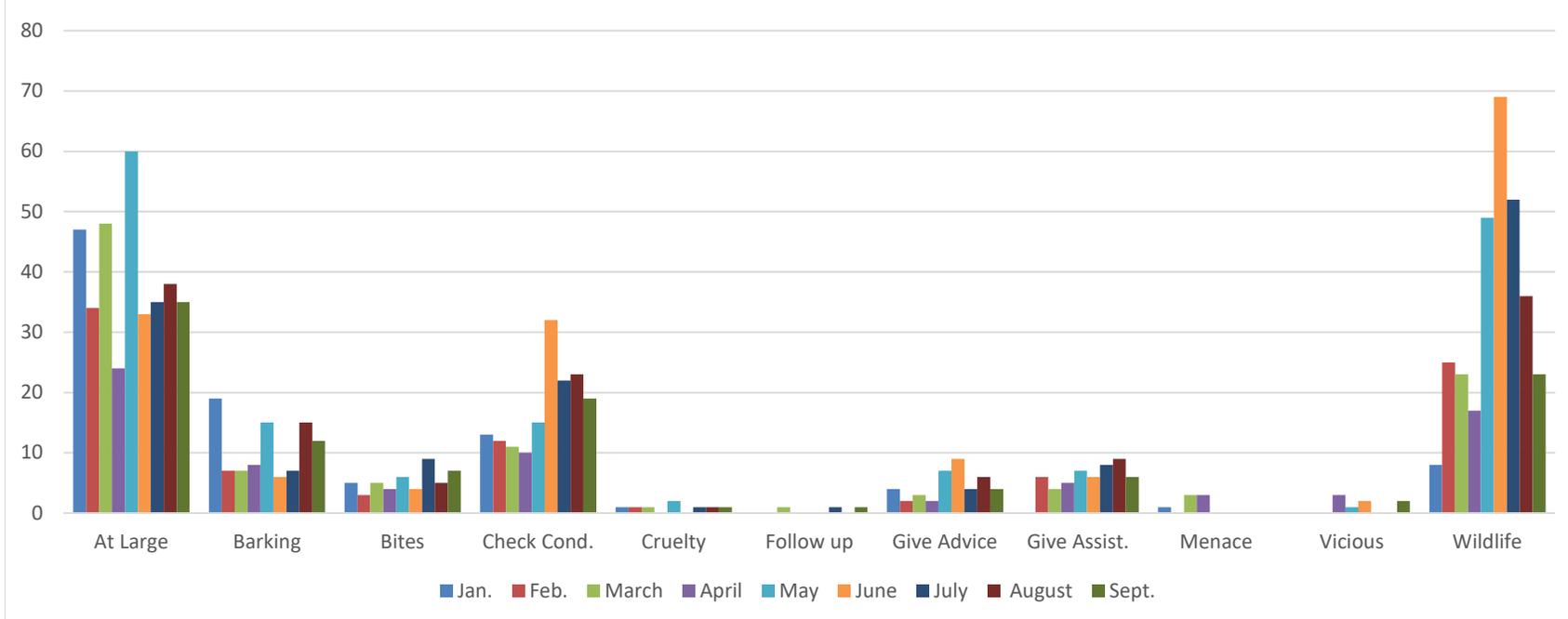
- Dog waste management
- Recommended Dog Park Policies
- Estimated annual costs
- Funding strategies/opportunities

Task 5: Final Report

- Executive summary, recommendations, and appendices
- Conceptual Design

DRAFT

City of Nashua ACO Calls by Month



Type/Month	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Year to Date
At Large	47	34	48	24	60	33	35	38	35				354
Barking	19	7	7	8	15	6	7	15	12				96
Bites	5	3	5	4	6	4	9	5	7				48
Check Cond.	13	12	11	10	15	32	22	23	19				157
Cruelty	1	1	1	0	2	0	1	1	1				8
Follow up	0	0	1	0	0	0	1	0	1				3
Give Advice	4	2	3	2	7	9	4	6	4				41
Give Assist.	0	6	4	5	7	6	8	9	6				51
Menace	1	0	3	3	0	0	0	0	0				7
Vicious	0	0	0	3	1	2	0	0	2				8
Wildlife	8	25	23	17	49	69	52	36	23				302
Monthly	98	90	106	76	162	161	139	133	110	0	0	0	1075