

**Town of North Hampton New Hampshire**  
**North Hampton Dog Park Committee**  
Notice of Public Meeting  
6:30 PM Thursday, December 12<sup>th</sup>, 2018  
Meeting Room in Town Clerk's Office; 237 Atlantic Avenue

**DRAFT**

**Call to order**

Pat McLean called to order the meeting of the Dog Park Committee at 6:32pm.

**Attendees:** Pat Mclean, Paige Libbey, Michael Trotta, John Dover, Jalisa Bush, Phillip Thayer.

**Not Present:** Amanda Jonovski, Meredith Vallee, Casey Dupuis, Anne Nettleton, Ronni Martin.

**Approval of minutes from 11.15.18:**

Minutes were reviewed. No changes were to be made.

Motion to approve the minutes; made by John. Seconded by Michael.

The committee unanimously agreed to approve.

**AGENDA:**

1. Fundraiser feedback-Texas Pit
2. Go fund me
3. Land Options- Pat, Phillip, Paige
4. Treasurer
5. Mailings and survey
6. North Hampton Business Assoc Follow up

**MINUTES:**

**1. Shane's Texas Pit Fundraiser Feedback (agenda item)**

- a. Committee members who attended the event shared their personal feedback. The fundraiser was much slower and not as successful as the first fundraiser. The committee agreed it was a good learning experience.
- b. Paige shared that the fundraiser raised \$72 from raffle ticket sales. She shared that she had not heard a final count of how many cards were used but that last time the restaurant manager had checked it was just over 20 cards that had been used. She said she thinks it will be between \$100 and \$150 from Shane's Texas Pit.

**2. Go fund me (agenda item)**

- a. Paige discussed the difficulties of setting up the Go Fund Me. She has been working on trying to get it set up since October. In order to have a Go Fund me that is linked to our 501c3, we must have a Paypal account set up so that donors will automatically be sent donation receipts for tax purposes. Paypal requires business accounts to have a verified

bank account linked and in order to do this they require a “voided” check or bank statement. Paige submitted both of these items and they were not sufficient because Service Credit Union does their account numbering differently than most banks. They have a different account number on the check (an ACH number) from the actual account number for security purposes. Therefore, since the 2 numbers don’t match, Paypal cannot verify our account this way. They will also not accept the bank statement because the full account number is not shown. Paige has also submitted a certified letter from the bank as well as an account summary with all numbers shown. She has called them 6-7 times and spoken to a supervisor in order to try to resolve this to no avail. She stated that the options at this point are to either switch to a bank that will have the account number on the check (most banks do it this way) or to not set up a Paypal account.

- b. The group discussed switching banks. The committee believes setting up a Paypal and having our 501c3 linked to our Gofundme is important to legitimize us as a 501c3 as well as to easily send donors receipts.
- c. The committee decided to table this issue to the next meeting where we will decide on switching banks.
- d. The written information to be listed on the Friends of the North Hampton Dog Park GoFundMe page was sent with the last meeting’s minutes and committee members were asked to review and suggest any revisions at tonight’s meeting. Pat and Michael said they have several revisions for the description to go over. The committee decided to table this issue to the next meeting since we can’t set up the Gofundme until after the bank and Paypal issues are resolved.

### **3. Possible donors (new business)**

- a. Pat stated that she had sent a letter to a specific property owner in town who would possibly be willing to donate funds to the committee as was decided at a meeting several months ago. She has not received a response. However, Anne knows this property owner through a mutual friend and is willing to call to ask for a donation when the time comes for construction of the dog park.

### **4. Treasurer (agenda item)**

- a. At the previous meeting, the committee discussed electing a treasurer to manage incoming donations, bank deposits and withdrawals for tax purposes. It was tabled until this meeting.
- b. Pat went through her old notes and determined that Michael had been elected treasurer for the 501c3 filing purposes.
- c. Paige has been acting as treasurer by keeping track of values of incoming donations as well as keeping track of bank deposits and withdrawals.
- d. Michael made a motion to continue to have Paige be responsible for banking. John seconded. The committee was unanimous.
- e. Pat stated that from her previous non profit experience, she thought 501c3’s have to hire an accountant to review tax filing each year, or have an accountant review the taxes pro

bono. Paige stated that she didn't think based on what Meredith had relayed from her dad that this was necessary for the small amount of funds we are managing. She also said she knows that a member of her mom's non profit organizations does the taxes for them without an accountant. Pat is going to ask Meredith to ask her dad for clarification.

#### **5. Land Options- Pat, Phillip, Paige (agenda item)**

- a. Pat gave an update on the plot of land mentioned at the last meeting that is currently owned by the Airfield Café. She heard back from the owner and he is reviewing with his team and will get back to us after the new year.
- b. Phillip shared his ideas about land. He knows the vice president of Panam, who owns the old railbed and Panam is looking to sell the railbed land to whoever is willing to buy it (abutters, town or state). The original goal was to sell the land to the towns and/or the state in order to create a public rail trail. Phillip's Panam connection suggested the land adjacent to Atlantic Ave on the north side next to Joe's Meat Shoppe could be used for the dog park. Panam owns a 65' wide strip of land there along with additional land where there were extra tracks in that area as well as a corner parcel. Phillip's connection wants to know how much land we would need so that he can tell us a price that Panam would be willing to sell it for.
- c. The committee discussed this option. It was agreed that the location is ideal as well as the circumstances/ "politics". The rail trail has been highly regarded and has received a lot of positive support from the seacoast community. The town buying the land for the dog park would be a good start for the rail trail and may help move it along in the right direction. Parking and access to the dog park would also provide parking and access to the rail trail from North Hampton. We would leave an 8' strip of land for the rail trail to continue, if constructed, past the dog park. The town acquiring this strip of land would also connect several conservation parcels where there are existing trails, creating many acres of trail networks. It seems like it would be beneficial for everyone involved.
- d. Jalisa made a motion to investigate the Panam property. Phillip seconded the motion. The committee was unanimous.
- e. Paige will walk the property and draw up a concept plan prior to the next meeting showing the land and where the dog park and rail trail could be located in order to determine how much land is needed.
- f. Phillip asked if Paige wanted to go over the list of conservation land in North Hampton. Many are deed restricted and she had wanted to clarify some of them to see if they could be used for a dog park. Paige stated that we should first pursue the Panam land and come back to the conservation land question in the future if need be.

#### **6. Town Mailing and Survey (agenda item)**

- a. Pat stated that she had emailed the town administrator to see if the town would be willing to pay for the committee to do a survey regarding interest in a dog park. She has not heard back yet. The committee agreed to table this discussion until the next meeting.

**7. North Hampton Business Association Follow up (agenda item)**

- a. The committee agreed to table this discussion until the next meeting.

**8. Friday Folder (new business)**

- a. The committee discussed putting something back in the Friday Folder. We had a flyer in there but it was taken out in order to add our fundraiser advertisement. We would like to put something back in permanently to advertise our search for land. Pat had written up some new wording to add in with our “logo”.
- b. Paige suggested using Pat’s wording but using our existing flyer and replacing the body text with Pat’s text. The committee agreed. Paige will edit the flyer and send it to Pat to put in Friday Folder
- c. This will be temporary as Amanda is going to be reworking our “logo” and we still need to discuss/clarify the “friends” vs. “committee” issue.

**9. Friends vs. Committee (new business)**

- a. Pat shared again the discussion she had via email with the Town Administrator, regarding the need to use the name “friends” instead of “committee” when fundraising. Pat is trying to follow up with Brian about if our banner and T-Shirts can still be used during fundraising. It had been decided to use “friends” for all other advertising regarding the fundraiser and we left everything else as “committee” for now. Paige thinks it might be good to solely use “friends” to avoid confusion of using 2 different names. Pat think it’s important to call ourselves a committee to legitimize our efforts. The committee agreed to table this issue to the next meeting when more members are present to make a decision. Paige thinks it’s important that Amanda be there for this discussion since she is the marketing expert.

Motion to adjourn the meeting at 7:40 pm; made by John. Seconded by Michael.

The committee unanimously agreed to adjourn.

**The Next Meeting Will Take Place on Thursday, January 10<sup>th</sup> @ 6:30pm and will be posted.**