

**Town Forest Committee
Minutes
July 12, 2013**

Present: Sue Barnett, Peter Brewer, Paul Doucette, Shirley Smith and Bill Dakai

The meeting was called to order at 10:15 AM

Peter made a motion to approve the minutes from June 7, 2013. Paul seconded the motion. All were in favor and the motion passed.

DCR Trails Grant Application

Parking: Bill told the committee how he had met with Mike Salvador to review the Town Forest parking options. Mike thought that rather than have parking up by the tower, it would be preferable to locate it further up the trail near the dance hall foundation and have one larger parking lot for both cars and horse trailers. The committee agreed with Mike's assessment. Mike also said it would be far too expensive for him to get machinery in to repair the two places on the trails where there were deep ruts. Bill thought this could be better accomplished with volunteer hand labor. As for the large pile that was to be spread over a muddy portion of the trail from the zoo parking lot, it was decided to avoid this by rerouting the trail.

Reimbursement: Shirley related that she noticed that the grant was on a reimbursement basis only. She contacted Anne Mazar who is familiar with the process. Anne said that, after the grant is awarded, the project can be paid for either from the Stabilization Account or with CPA funds. Both would require a town meeting vote but since the money would be reimbursed, this would not present a problem.

Quadrangle Name/Number: Shirley had experienced difficulty with this grant requirement even though Paul had given her a topographic map. Bill took the map and said he thought he might be able to figure it out.

Updated Sign Numbers: As he did more work on the map, Bill had realized more signs would be needed than he had originally anticipated. These would include parking signs. He showed the committee picture of entrance signs and there was one in particular that met with everyone's approval. It appeared to be sturdy and attractive without being too fancy. Kiosks were also discussed. These are apparently quite expensive and can cost around \$500. The committee decided to eliminate the plans for a kiosk at the mill site and Peter generously offered to donate a kiosk at the zoo parking lot. This can count toward the matching fund requirement.

Bill is in the process of getting prices for entrance, trail, point of interest, boundary, and parking signs along with the remaining two kiosks.

Picnic Tables: Shirley had found out that the best option for picnic tables was the vandal proof kind they have at the state parks. Peter will also donate a picnic table for the zoo entrance and Sue will try to get information on the others from her contact at Riverbend.

Easement: Shirley gave Peter the grant application instructions pertaining to the easements he was allowing through his land so that the forest could connect to Cormier Woods and Meadow Brook Woods.

Metal Gates: Sue passed around pictures of metal gates of the type the committee would like to have at the three entrances. The committee was pleasantly surprised to learn that the cost was only \$100 each.

Possible RDA: Shirley explained that if any work was planned within 100 feet of a wetland or 200 feet of a stream, a Request for Determination of Applicability would have to be obtained from the Conservation Commission. The committee did not think any of the proposed projects met this criteria.

Topographic Map: The grant application must include a topographic map. All proposed work must be designated on this map. Bill will contact Amanda Lewis of DCR to find out more about this.

Partnerships: One of the questions on the grant application concerned partnerships. They want to know if the project creates partnerships among trail users, organizations, or agencies. Bill will also look into this.

Pictures: The committee must include pictures of the locations where work is to be done, such as the parking lot, and can also include pictures of points of interest in their supporting documentation. Shirley had made a list of those pictures, some of which Paul has already made available. She thought pictures of the spectacular glacial rocks would be an important addition.

Brochures: There was some discussion of the type and number of brochures and maps that would be needed for the kiosks. These would include trail maps, historical and educational information on the points of interest and rules of use. Sue pointed out that this would be an ongoing expense.

Brick Kiln: Paul suggested a site visit to a possible Brick Kiln near the forest boundary that abuts Mike Salvador's property. Shirley wondered what evidence was available to prove this was a brick kiln and offered to meet Paul at the location next week to check it out. Paul also suggested that Boy and Girl Scouts should be included in the list of groups that would benefit from the Town Forest trails project.

Peter made a motion to adjourn the meeting, Paul seconded the motion and the meeting adjourned at 11:15 AM.

Respectfully submitted,
Shirley Smith