

Town Forest Committee

9/11/13

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

The meeting was called to order at 10:15 AM. After a correction was made in the Gates Quote section, Sue made a motion to approve the minutes from August 9th as amended. Paul seconded the motion. All were in favor and the motion passed.

Massachusetts Historical Commission Response to Project Notification Form

Shirley informed the committee about a phone call she had received from Jonathan Patton of MHC. Evidently the pictures and information on historical sites that were sent with the PNF had triggered a great deal of interest at MHC. They had been unaware of these sites in the Town Forest and have now added them to their inventory. Jonathan said that they would very much like the Town to do an archeological reconnaissance survey of the Town Forest. The cost would be around \$8,000 but he said there was grant money available. The committee expressed a desire to follow through with this and Shirley said that, when the DCR grant application is finished, she would begin work on a MHC grant.

DCR Grant Application to Do List

Estimations of volunteer and employee hours, costs of materials for signs, kiosks and trail repair. Bill related how the cost of grouted trail signs was far too high and generously offered to make them in his shop at a much lower cost. The grant would cover a grouting machine and materials but he would supply the labor. He figured this would come to 175 hours. An advantage of having the grouting machine is that it would always be available for replacement or additional signs. Bill estimated the trail work at a total of 120 volunteer hours. The materials for the two kiosks would be \$500 each. He will send Shirley a complete itemized list, including Entrance Signs, for the application.

Peter's Donations. Peter is donating a kiosk and a picnic table and will provide an estimate of materials and employee hours. He will also prepare any necessary legal papers for the easements as these are required in the grant. Shirley will ask Amanda exactly what is needed for this.

Updated Gate Quotes. Sue had been working on this and the committee very much approved of the gate depicted in the pictures she passed around. The quote was \$2600 for 3 gates which was considered reasonable. This does not include installation so she is going to contact Mike Salvador about that. She will also speak to Chief Horne to see if he has any concerns about locking the gates to prevent motor vehicle access. This would help protect the forest from potentially dangerous camp fires and also aide in the protection of historical sites.

Brochure Quotes and Information. Shirley had been in contact with the Minuteman Press in Milford on this. She had revised her original estimation of the numbers and sizes of brochures after learning that the committee would have its own web page when the new town website is up and running. Additional detail could be posted on the web page. She considered a Trail map brochure to be essential. Also essential would be a composite brochure for distribution at other locations. The order would consist of 1,000 6 fold 8.5 X 22, 1 sided Trail Maps; 2,000 3 fold 8.5 X 14, 2 sided brochures; and 2,000 4 fold, 16 X 18, 2 sided brochures for a total of 5,000 brochures at a cost of about \$3,150. The 16 X 18 size would include 1,000 composite brochures for distribution at other locations and 1,000 with information on historic sites and stone walls.

Eagle Scout Project

Kathy Schofield had informed Shirley of a young man, Josh Luttrell, who was interested in being involved with the Town Forest for his Eagle Scout Project. Josh is a neighbor of committee member Paul Doucette who lives across from the Town Forest. Paul invited committee members to meet with Josh and his mother, Sharron, at his house on Tuesday, September 17th to learn more. Bill thought clearing brush and vegetation from the dance hall and farmstead foundations would be a good project. The committee enthusiastically approved of going forward with this.

Request for Determination of Applicability

Bill and Shirley were scheduled to meet with the Conservation Commission on September 12th to file a Request for Determination of Applicability in regard to the construction of a 40 foot long board walk over a wet trail crossing. This is required by DCR and the determination will be included in the grant application materials.

Partnership Update

The grant application had a section on how the project creates partnerships with other organizations and agencies. Shirley had come across a partnership with the Land Use Committee as stated in the 2013 Open Space and Recreation Plan. One of the goals was to develop a trail system in Mendon, with well designated signage, and to investigate trail linkages to other towns, following the greenways designated on the Action Plan map. This project fulfills the requirements of the OSRP, thus creating a partnership.

The meeting adjourned at 12:00 PM

Respectfully submitted,

Shirley Smith