

Squannacook Greenways, Inc.

Board of Directors Meeting Minutes

May 29, 2019

Attending:

Peter Carson, Mark Cram, Peter Cunningham, Ray Jackson, Don Klein, Steve Meehan, Cedwyn Morgan, Bill Rideout, Joan Wotkowicz

Recap of Townsend NOI hearing

We met with the Conservation Commission on May 22, 2019 and answered many questions. The commission stated that we have done a "tremendous job." Joan will watch for the meeting minutes to get published.

The commission has not done a site walk or received a DEP file number for our project, so the hearing was continued to June 12.

One abutter voiced concerns about the staging area on Meetinghouse Road. After reviewing the wetland map, we determined that the staging area is not in a buffer zone.

Trina Moruzzi and Jennifer Jones of Fisheries & Wildlife attended the hearing and requested a copy of the wetland maps. Bill posted the maps on our web site and Cedwyn sent the link to F&W, who do not plan to attend the continuation but will send comments after reviewing the maps.

Plans for site visit with Townsend Conservation Commission

A site visit is tentatively scheduled for Saturday, June 8, at 8:00 A.M. starting at the fisherman's parking lot. Joan will keep trying to get a date confirmation, as it's important to have the site walk before continuing the hearing.

We expect the Commission to look at culverts and also bridges, even though they are not in the construction area. We will be ready to address alternative staging areas.

Alternative staging areas

We reviewed the map of the former Bagley property, now owned by Gary Shepherd, who has made an initial offer to allow us to use it as an alternative to the Meetinghouse Road staging

area. It looks like a perfect staging area, with land outside of the resource area at both the east side and west side of the property. Mark said we need at least 5,000 square feet for a staging area.

We may need permission from the state for a temporary curb cut. Peter Cunningham will inquire when he submits the application for the curb cut at the fisherman's parking lot.

We will proceed with the Meetinghouse Road staging area for now. If we do change the location, we will send a letter to inform Dave Paulson of Natural Heritage.

Mark suggested another alternative is to move the Meetinghouse Road staging area further down the rail bed, away from the abutter.

Sterilite meeting

Sterilite requested a meeting to discuss security, fencing, and other issues. Steve will mail our letter agreeing to the meeting. Steve, Bill, and Don plan to attend.

Invasive plants in Townsend Harbor

Joan pointed out that a patch of Japanese knotweed is growing on the rail bed in Townsend Harbor. This invasive is difficult to eradicate and may re-sprout after construction.

Project timeline

Pete Carson used a partial list of tasks from Joan to developed a Gantt chart. We agreed that the chart will be very useful for project planning. Pete will look for a way to put it on our web site so we can all see it.

We need several dates defined before he can build out the schedule. For example, the Townsend Conservation Commission may take up to six weeks to issue the OOC. Pete will insert four weeks into the project plan and adjust later. We also need to find out from Dave Paulson if we can clear brush for wattles before Nov 17.

Everyone please review the list of tasks and try to add detail, make corrections, and define predecessors (dependencies).

Don suggested breaking the list into pre-construction, construction, and post-construction.

Townsend Harbor sidewalk

Don reported that Townsend has submitted a request to DOT for sidewalks in the Harbor area. He will check into funding and dates. Pete Cunningham suggested getting Senator Dean Tran involved.

Invitations to Bid

Steve is continuing to edit the draft ITB for construction contractors. He asked us to send him names of potential contractors. Pete Cunningham suggested we put the ITB in the Central Register.

Joan will finish revising to the specifications for construction contractors and give the document back to Mark for further revision. Bill reminded us to include what the contractor is not doing, such as placement of wattles by volunteers.

Contractors will need to sign off on the OOC, so we need to make it clear what applies to them. The ITB should also state that this project is being done with private funding and is not a prevailing wage job.

Don suggested we hold a pre-meeting with all bidders, so they can ask questions and all get the same answers.

Fundraising and financial report

Bill reported a granite pillar donation from Apple Meadow Hardware. We are currently at \$117K. Insurance will be due soon, at \$1,500/year. Bill priced out a porta-potty at \$100/month, in case we want one in the future.

Bollards

Bill said the newest section of the Bruce Freeman Rail Trail has breakaway bollards, which we may want to use.

Stormwater permit application

Stan sent us a link to the stormwater permit application. Pete Cunningham said we qualify as a "minor" project. Our DCR grant application

requests funding to have Stan Dillis do the permit, so we'll wait until we hear about the grant before getting started.

Review of meeting minutes

A motion to accept the minutes from our meeting on May 8, 2019 was seconded and approved unanimously with one abstention.

Next Meeting

Squannacook Greenways will hold our next rail trail meeting on **June 19, 2019** at 7:00 P.M. at the Groton Legion.

Respectfully submitted,
Joan Wotkowicz
Clerk
Squannacook Greenways, Inc.