

# Squannacook Greenways, Inc.

## Board of Directors Meeting Minutes

August 7, 2019

Attending:

Peter Carson, Mark Cram, Peter Cunningham, Ray Jackson, Cedwyn Morgan, Bill Rideout, Joan Wotkowicz

### **Status of Townsend Order of Conditions**

John Barrett filed our OOC with the South Middlesex Registry of Deeds, Book 73032, page 574.

### **Review of Sterilite site visit**

Bill and Mark met with Steve Stone and Gary Shepherd to walk around the building and point out where Sterilite wants approximately 1,400 feet of six-foot high chain link fence with two gates. We may need to shift the affected part of the trail off the centerline of the rail corridor to accommodate the fence.

Cedwyn voiced a concern that the fence will add approximately \$30K to our budget, potentially preventing us from completing the entire trail this winter.

Mark is concerned that the area in question abuts a flagged wetland resource area. Moving the trail closer to the wetland will locate it within the No Build zone. We must stay as close as possible to Sterilite's pavement.

Joan will ask Paul Sebring to measure from wetland flags U2 and U3 to the Sterilite pavement.

### **Review of Townsend Police Night Out**

Ray hosted a Squannacook Greenways table. He reported a lot of people expressing interest and asking questions, but no new sign ups.

### **Status of MassTrails grant**

Bill emailed Amanda Lewis, DCR's MassTrails Program Manager, to ask about the schedule for grant awards. DCR is waiting for final federal approval before beginning contract negotiations.

The anticipated timing for grant money to become available is mid-September at the earliest.

### **Pre-Construction Tasks**

**Project Timeline** - Pete Carson distributed an updated version of the Gantt chart.

**Wattles** - Ray found another supplier for stakes.

**Townsend Planning Board** - Bill will contact Rich Hanks to ask if we need a permit for the parking lots.

**Questions for NHESP** - Cedwyn will ask Dave Paulson if we can we install wattles over the weekends of October 25-26 and November 2-3. He will find out if we are allowed to clear brush without using heavy equipment in advance of the November 7 start date.

**Townsend Harbor sidewalk** - No update. Bill will ask James Smith, Townsend Highway Superintendent.

**State highway access permit** - Pete Cunningham submitted the required form to MassDOT, along with Stan's plan for the fisherman's parking lot. The fee has been waived because of our status as a non-profit. We noticed that the drop-off was recently filled with asphalt grindings, presumably by MassDOT.

**Stormwater Plan** - We will ask Stan to complete and submit a plan when we receive the DCR grant money.

### **Review of Contractor Construction Specifications and Invitation to Bid**

Joan will update the specifications with Bill's edits and comments that Cedwyn will send. She will remove the fence section. Ray requested that we change the specification to require removal of all stumps within the tread way, as opposed to grinding in place.

Mark will send the updated specifications and ITB to Iron Horse to get a pre-bid estimate.

Bill will send the specifications and the Townsend OOC to the MBTA to meet their requirement of 60 days before construction.

### **Status of Volunteer Specifications**

Joan will continue to work on the specifications document for volunteer projects.

Cedwyn can help to delineate the start and end locations for wattles. Ray can volunteer during weekdays. In addition to clearing space for wattles, we will need to clear enough path to walk through with the wattles.

Joan will send out a volunteer hour log sheet.

Joan will contact Stan Dillis to ask his advice about getting rid of wood chips by spreading them in the woods.

### **Fundraising and financial report**

Bill reported no changes since last month except for accrued interest.

### **Review of meeting minutes from July 17th**

A motion to accept the minutes from our Board of Directors meeting on July 17, 2019 was seconded and passed unanimously.

### **Other Board of Directors business**

Don Klein has resigned from the board.

Steve Meehan is out of town, receiving treatment for illness.

Cedwyn suggested we look for someone who is a construction manager.

### **Next Meeting**

Squannacook Greenways will hold our next rail trail meeting on **Wednesday, September 4** at 7:00 P.M. at the Groton Legion.

**Reminder: Bike ride and barbecue on Saturday, September 14 at corporate headquarters, tentatively 2:00 or 3:00. Spouses are invited.**

Respectfully submitted,

Joan Wotkowicz, Clerk

Squannacook Greenways, Inc.