

Squannacook Greenways, Inc.

Board of Directors Meeting Minutes

October 14, 2020

Attending:

Rick Bailey, Peter Carson, Mark Cram, Peter Cunningham, Bruce Easom, Dan Hager, Ray Jackson, Bill Rideout, Joan Wotkowicz

MONTHLY MEETING

Rail removal contract

The contract has been signed by both parties and a copy given to JMG Trading.

Construction contract

The contract has been signed by both parties and a copy given to Gary Shepherd. Bill paid Gary a down payment of \$45K so we can submit a reimbursement request to MassTrails. He withdrew \$22 from our checking account and \$23K from Community Foundation, leaving enough in the CFNCM account to stay active.

Bill told Gary we will conduct inspections to meet Orders of Conditions and project requirements. Gary requested that we inform him immediately of any issues. He said he is ready to start.

MassTrails grant contract

Bill submitted our amendment request for a grant increase of \$15K. DCR has not yet approved, but seems amenable.

Plans for future funding

The next MassTrails grant cycle starts in January 2021. Bill suggested we focus on the section from Old Meetinghouse Road to Harbor Church.

Bill presented a budget scenario for construction over four years. Pete Carson will develop a timeline. Dan pointed out that costs for each year should be incremented at least 3%.

Bill's budget scenario assumes we will apply for Groton Community Preservation Act funding for January 2022. Pete Cunningham and Bruce will begin developing an application. We may also look at Community Foundation and other grants.

Signage

Bill proposed a large "Coming Soon" banner that acknowledges MassTrails and other funders. Pete asked about Townsend signage bylaws. Bill said they don't apply to temporary signs.

Bill will revise the text and select durable material so the sign will be reusable for future phases. A motion to spend up to \$200 for a sign was seconded and passed unanimously.

Construction plans

Pete Cunningham reported that Tom Delaney said the Groton Highway Department may decide not to have rails removed from Crosswinds Drive because they won't have time to do pavement repairs. Joan will inform Jeff Greene about this discussion. She will also tell Jeff that Bill will exchange phone numbers between him and Gary Shepherd about the landing.

Both the Townsend and Groton Conservation Commissions know we are starting construction. Bruce said one of the conditions is an on-site meeting. Also, Bruce believes that the contractor must sign and acknowledge a copy of the Orders of Conditions. Joan will ask Dave Henkels if they want a meeting.

Pete Cunningham contacted Harbor Village shopping center about using the area behind the building as a landing. As before, the management is amenable. We'll reach out to individual businesses as the date gets closer, giving them a week or two lead time to move

dumpsters.

Construction inspections

Joan pointed out that the Orders of Conditions require that we inspect erosion controls daily and hire an Environmental Monitor to be on site regularly for inspections. While we can inspect wattles and check compliance, she thinks we may need Stan Dillis to inspect the wetland replication, at a minimum.

Bill and Joan volunteered to do inspections in Townsend. Bruce and Pete Carson will do Groton. We should all re-read the Orders of Conditions.

Bill wants to have a standard inspection form for daily entries. Joan will create a form.

A motion to authorize Bill to ask Stan to inspect was seconded and passed unanimously.

Replacing wattles

We have 1 1/2 pallets of wattles and stakes in stock at Joan's house. Joan will take inventory. Pete Carson will inspect the rail trail to locate broken and missing wattles. We will cut and splice in sections.

Bill will grab wattles this weekend and do repairs in the Harbor Church section. Bruce and Pete Carson will do the Groton sections. Joan will work on the Depot Street section.

Parking lot permitting

Our hearing came up before the Planning Board, but the Zoom meeting was bombed and the meeting has not yet been rescheduled.

Sterilite fence

Bill sent another email to Gary informing him of additional truck collisions with the fence. Gary said he will replace it when he builds the trail and they will install jersey barriers to prevent further damage.

Meehan bridge project

We signed a contract with Stan Dillis for

permitting and will get reimbursed by the donor. Stan will make the presentation to the Townsend Select Board.

Bill noted there are large parking lot turnarounds, which might be nice for horse trailers if we can get DCR permission. Pete Carson asked about the expected impact of horses on stone dust. Mark is not sure if this will be a concern. The general feeling is that as the number of cyclists and walkers increases, equestrians may avoid the trail or use it only as a connector.

Joan will inform the Wild & Scenic Rivers Stewardship Council about the proposed project.

Grist Mill bridge decking repair

The Conservation Commission wants us to use "any other wood product, including composite, except no pressure treated material can be used." Also, they would like "additional risk mitigation for any debris that may fall into the body of water. A flotation device as an example."

Gary has offered us oak from his sawmill. Bill found some floating boom barriers online for less than \$100.

We decided to wait until spring. There are signs at both ends warning not to use bridge.

Upcoming events/publicity

Bill updated our web site and sent out an email newsletter on October 14 announcing the contracts to build the first 1/3 of the trail and thanking our funders. He received a lot of positive feedback.

Fundraising and financial report

Bill reported we have \$176 after paying Gary a deposit. This amount assumes we will receive the extra \$15K in the grant award.

Bill has paid \$45K to Gary. He will follow up with a request to MassTrails for 80% (\$36K) reimbursement, which will be used for the next payment to Gary. We will repeat this process for a second payment of \$45K when construction begins. The final payment will be \$43K at 100%

completion.

Review meeting minutes

A motion to accept the minutes from our meeting on September 21, 2020 was seconded and approved unanimously with one abstention.

ANNUAL MEETING

Election of Directors

The term expired in September 2020 for Pete Carson, Bruce Easom, and Ray Jackson. These directors are eligible for a new three-year term to expire in 2023.

A motion to approve the slate of directors was seconded and passed unanimously. The new terms of our Board of Directors are:

Director	Term Expires
Mark Cram	September 2021
Peter Cunningham	September 2021
Joan Wotkowicz	September 2021
Dan Hager	September 2022
Bill Rideout	September 2022
Pete Carson	September 2023
Bruce Easom	September 2023
Ray Jackson	September 2023

Election of Officers

Officers are eligible for re-election for a one-year term. A motion to approve the slate of officers was seconded and passed unanimously. The officers are:

Officers	
President	Peter Cunningham
Vice President	Pete Carson
Treasurer	Bill Rideout
Clerk	Joan Wotkowicz

Next Meeting

Squannacook Greenways will hold our next rail trail meeting via Zoom on **Wednesday, November 11** at 7:00 P.M.

Respectfully submitted,

Joan Wotkowicz, Clerk

Squannacook Greenways, Inc.