

Meeting opened at 8:39am**Members present:**

- Alison Polido
- Doug Doty

Staff present:

- Rich Wallner

Agenda Issues Discussed in Priority Order:

1. Gather all available maps of land owned by the Town of North Reading that would fall under the purview of the Forest Committee
 - a. Reach out to Danielle McKnight and Abby Hurlburt as possible sources
2. Locate money from the first two steps of the Swan Pond cutting program (Karen Marlin)
 - a. Verify the amount
 - b. Identify process for using money to buy new forestry equipment in the future
3. Look into step 3 of the Swan Pond cutting program
 - a. Reach out to forester (John Roberts)
 - b. Compile all paperwork regarding the cutting program (Karen Marlin)
 - c. Get approval to move ahead with step 3 cutting
4. Develop Forest Committee master plan
 - a. Trail survey program
 - i. Identify all trails under the purview of the Forest Committee
 - ii. Name all trails
 - iii. Commission signs for trail (reach out to Eagle Scouts?)
 - b. Trail maintenance programs
 - i. Design overview of volunteer-led trail maintenance program
 1. Reach out to Avis and AMC for more ideas/suggestions
 - ii. Request copy of waiver used by Andover town volunteer programs
 - iii. Procure equipment for trail maintenance from previous funds AND/OR solicit new funding for equipment
 - iv. Write-up detailed program summary and request for volunteer-overseers
 - v. Divide trail areas into sections for different volunteer-overseers
 - vi. Identify potential volunteer-overseers (*Girl/Boy scouts, corporations such as Amazon in North Reading, etc.*) who may be willing to do routine, or yearly (*Earth Day?*) trail maintenance projects
 - vii. Reach out on local & social media to recruit volunteers who may be interested in occasional community service opportunities
 - viii. Set up mailing list using new Forest Committee email to keep local volunteers informed of trail maintenance community service opportunities
 - c. Address Swan Pond safety & accessibility issues
 - i. Find working keys for access gates at Swan Pond
 - ii. Speak to DPW (John Parisi) regarding the following:

1. Changing the access and parking area for Swan Pond trails
2. Moving boulders to block unauthorized motor vehicles from accessing trails in the Swan Pond area
- iii. Speak to Select board regarding the following:
 1. Possible new by-law to prohibit unauthorized use of motor vehicles on town, school, and conservation land (*Note that motorized wheelchairs would be considered authorized vehicles*)
 2. Request for hunting permission and/or registration information on town land
5. Reviewed information received from Robert Douglas, Director of Conservation in Andover about their trail maintenance efforts
 - a. Will write one-page summary of Andover programs' information
 - b. Will request copy of the waiver they use for volunteer-led efforts
6. Reviewed Forest Committee webpage updates
7. Voted to approve previous meeting minutes
8. Scheduled next meeting

Next Meeting Scheduled: Thursday, August 19th, 2021 at 8:30am
(*Pending retrieval of town maps*)

Location: Town Hall room 14

Notice of Meeting filed: July 16, 2021 by committee secretary

Meeting Adjournment at 9:27 am

Respectfully Submitted
Alison Polido, Secretary