

Meeting opened at 8:30am**Members present:**

- Dana Rowe
- Doug Doty
- Alison Polido

Staff present:

- Rich Wallner
- Marty Tilton

Other

- Brian Kuchar (Horsley Witten)
- Hannah Carlson (Horsley Witten)

Agenda Issues Discussed:

1. Select-board liaison discussed goals for Forest Committee with Horsley Witten representatives
 - a. Hope to have a proposal that can be helpful for creating an RFP
 - b. Hope to have a proposed budget in time for June board meeting
2. Horsley Witten reps discussed their in-progress proposal
 - a. To include identification and confirmation of current trails, potential new trails/connections, locations for trailheads and parking, signage suggestions
 - b. Split into two sections: Baseline research and On-site visit/Final plan verification
 - c. Baseline research includes collecting data, desktop analysis, completed surveys on boundaries and land management, authority for land parcels, possible site constraints. This would lead to formation of a base map
 - d. Final plan would start with an on-site visit to confirm base map from research data and assess possibility of new trails/connections. Updated map would be drawn including potential parking areas, trailheads, accessibility information etc.
 - e. Reps mentioned that construction-type plans and drawings for things like parking lots would not be included. Hand sketches may be included for visual ease and understanding.
 - f. With these goals, the cost would be approximately \$45,000-55,000
 - g. Other possible tasks to include would be trail quality assessments, plant communities & invasives, drainage areas & site assessments
 - h. Public meeting suggested to help gather interest, as well as include abutter concerns and insight from town residents who currently use or foresee using the trails
 - i. Horsley Witten reps also showed detailed information from a previous project they did, the Norman Bird Sanctuary in RI to give an idea of what we might expect as a final product.
 - j. Per committee request, they are happy to itemize deliverables and costs
3. After the Horsley Witten reps left the meeting, members discussed next steps

- a. Getting specs for a map to Danielle Knight in order to get a better idea of who owns each parcel of the Swan Pond area (believe to be General Government, Conservation Commission, & School Committee)
- b. After a map is obtained, trying to coordinate a meeting with said owners regarding moving forward with this project and future stewardship of the area
- c. Look into creating a volunteer or “Friends” group to coordinate maintenance of the Swan Pond area after completion of project
 - i. Consider working with members of the Accessibility Committee

Next Meeting Scheduled: TBD

Meeting Adjournment at 9:30am

Respectfully Submitted
Alison Polido, Secretary