

# Squannacook Greenways, Inc.

## Board of Directors Meeting Minutes

November 21, 2013

Attending:

Peter Carson, Peter Cunningham, Bruce Easom, Al Futterman, Ray Jackson, Don Klein, Steve Meehan, Bill Rideout, Joan Wotkowicz

The Treasurer called the meeting to order after a brief delay for a quorum.

### **Review of Moving Together Conference**

Peter Cunningham and Bill Rideout attended the 2013 conference and connected with several of the people we will be dealing with.

### **Abutter Outreach Letter**

We edited the current draft. Joan Wotkowicz will circulate a new draft to the committee. It is our hope that Bob Hargraves will be able to participate when we meet with abutters so he can speak from his experience.

### **Update on Environmental Insurance Legislation**

Peter Cunningham learned that the amendment is still in committee. It is expected to get reported favorably, advance to the Ways and Means committee, and then go for a vote. Peter think there are no issues but progress is slow because the amendment is not a high priority.

### **DCR Update**

Peter Cunningham is still in contact with DCR and continuing to wait.

### **Membership Subcommittee Report**

Pete Carson is looking at using an Access database with a membership template. Joan Wotkowicz questioned if Excel would be sufficient. We could start with Excel and then port over. Frequent backups will be important.

We questioned whether income from membership dues is worth the work of membership mainte-

nance, as we mostly need money up front. We considered other benefits of memberships.

### **Fundraising Plans**

In an email dated Sunday 11/17/2013, Bill Rideout circulated a first draft of a fundraising letter along with a sample document from Wachusett Greenways.

### **PLEASE READ THE DRAFT FUNDRAISING LETTER AND BRING COMMENTS TO OUR NEXT MEETING.**

We discussed the idea of contributor names on a bench for the \$1000 level.

### **Permitting Plans**

Bruce Easom presented a wetland map of Townsend and pointed out jurisdictional areas (wetlands and riverfront areas). Working with the Conservation Commissions, we will need to address each instance of the trail crossing a jurisdictional area. Also, road crossings and parking will have to go through the Planning Boards.

Upon receipt of a letter from DCR, we will request a pre-project meeting with the Conservation Commissions. We will need to post this as a public meeting. We will not actually be doing "work in the resource," so we will not have to file a Notice of Intent.

Bruce pointed out that the lease agreement with MBTA should specify who has responsibility for emergencies, such as flooding caused by a blocked culvert. Peter Cunningham will ask Tom LaRosa of DCR to advise.

### **Financial Report**

Bill Rideout circulated a summary of our finances. A motion passed unanimously to reimburse Bill \$93.50 for expenses (Moving Together Conference, corporate filing fee for MA Secretary of State).

## **Review of October 17 Meeting Minutes**

A motion to accept the minutes with corrections was approved with one abstention.

### **Other Business**

We owe a status report to the Community Foundation of North Central Massachusetts by January 15, using the online AGF form. Joan Wotkowicz will start a draft summarizing our progress, including a commitment letter from DCR.

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### **Next Meeting**

Squannacook Greenways will hold our next rail trail meeting on **Wednesday, January 8** at 7:00 P.M. at the NRWA.

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Respectfully submitted,

Joan Wotkowicz

Clerk

Squannacook Greenways, Inc.