

## **Squannacook Greenways (pre-incorporation) meeting minutes**

Feb 17, 2011

Squannacook Greenways held a meeting on Feb 17, 2011 in Memorial Hall in Townsend. This meeting followed the adjournment of the Townsend rail trail study committee meeting. In attendance were Steve Meehan, Bill Rideout, Mark Cram, Peter Cunningham, Russ Murray, Pete Carson, Al Futterman, Joan Wotkowicz, Alfred Gadway, Rollin Willis, and Dave Chenelle.

The meeting focused on following up on the Feb. 8, 2011 meeting with DCR that was described in a previous email (see attachment). The follow-up tasks from that meeting were discussed in detail.

One task was writing a draft memorandum of agreement (MOA). Bill Rideout said that he believed that MOA basically had to be Squannacook Greenways taking on the tasks assigned to DCR in the MBTA lease. Bill said he would write a first draft based on the MBTA lease DCR signed on Dec 30, 2011 for the Mass Central line between Waltham and Bolton. Steve Meehan, Dave Chenelle, and Peter Cunningham also agreed to work on the MOA. Al Futterman volunteered to contact municipalities that had signed the MBTA to see how they had handled the reporting requirements in the MBTA lease.

Another task was the development of specification for a stone dust trail. Alfred Gadway and Mark Cram agreed to work with Wachusett Greenways and other stone dust trail builders to gather stone dust trail specifications.

A pressing task was the incorporation of Squannacook Greenways as a 501(c)(3). Pete Carson agreed to try to draft a set of bylaws based on Wachusett Greenways and/or other similar organizations. Bill Rideout will be attending a seminar on insurance for non-profits on March 3rd in Leominster. Rollin Willis mentioned a lawyer he knew who would be willing to look over the filing papers. Bill Rideout mentioned a similar offer Gene Rauhala had made, and Gene had noted that he had done a number of 501(c)(3) filings before.

Another topic was public outreach. Peter Cunningham and Pete Carson talked about setting of a public forum for Groton residents to update them on rail trail developments. Mark Cram noted that he had signed up for a table at Townsend's Earth Day on April 30, 2011. Joan Wotkowicz volunteered to update Ed Torcoletti and Bruce Colburn, who run the local DCR facilities, on the project. Rollin Willis volunteered to look into the possibility of setting up a Facebook page.

We talked about asking Bob Hargraves to join the board. Peter Cunningham said he had discussed this possibility with Bob, and Bob had said he would consider it.

It was decided to hold the next meeting on Thursday, March 17, 2011 in Groton.