

DRAFT

Duxbury Town Forest Committee Meeting Minutes

November 2, 2017

TOWN FOREST COMMITTEE MEMBERS PRESENT	Jesse Rufenacht, Peter Diccico, Kalev Freeman, Monique McHenry, Matthew Muir
ATTENDEES	Erin Lander (Selectboard), Alan Quackenbush (Duxbury Land Trust), Graham Leitner, Toni Kazil
MINUTES PREPARED BY:	Erin Lander
CALL TO ORDER	The meeting was called to order at 6:02pm by Erin L.
INTRODUCTIONS	Committee members and attendees introduced themselves. Erin L. apologized for not contacting Zeb T. directly about the meeting, as Zeb does not have email.

CHANGES TO THE AGENDA

DISCUSSION	None
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PUBLIC COMMENT

DISCUSSION	Graham L. shared his excitement about the Town Forest and the Committee being formed
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OPEN MEETING LAW OVERVIEW

DISCUSSION	Erin L. distributed VLCT's Quick Guide about Open Meeting Law and reviewed information about meeting announcements, agendas, minutes, and communication via email. Erin L. also reviewed the responsibilities of the Chair, Vice-Chair and Secretary. The Committee was referred to www.vlct.org for additional information.
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SELECTIONS OF OFFICERS

DISCUSSION	The Committee discussed combining the roles of Vice-Chair.
MOTIONS	Jesse R. moved that Monique M. serve as Chair of the Duxbury Town Forest Committee. Peter D. seconded. All in favor. Peter D. moved the positions of Vice-Chair and Secretary be combined into one role and that Jesse R. serve in that role. Matthew seconded. All in favor.
CONCLUSIONS	Monique McHenry elected as Chair of the Duxbury Town Forest Committee. Jesse Rufenacht elected as Vice-Chair/Secretary of the Duxbury Town Forest Committee.

CONSIDERATION OF ADDITIONAL TOWN FOREST COMMITTEE MEMBERS

DISCUSSION	Graham L. indicated interest in joining the Town Forest Committee.
MOTIONS	Jesse R. moved that Graham Leitner be named as a member of the Duxbury Town Forest Committee. Peter D. seconded. All in favor.
CONCLUSIONS	Graham Leitner instated as a member of the Duxbury Town Forest Committee.

BACKGROUND/OVERVIEW OF DUXBURY TOWN FOREST

DISCUSSION	Alan Q. shared that the Duxbury Land Trust was originally contacted about the land in 2010, and the property was finally donated to the town for \$1.00 in 2017. The Duxbury Town Forest is made up of 2 parcels of land totaling approximately 169 acres, and is held by conservation easement under the Duxbury Land Trust. Sections of the Forest have had different levels of land management over the years, including a section where structures were destroyed through a controlled burn. There are no buildings in the Forest. The land consists of forested land, streams, wetlands, a manmade pond, rock outcroppings and ledge ridges. The land is bordered by private land on 3 sides, public land on 1 side. Alan shared that the state wanted to sell the land since it was part of Camel's Hump State Park, but it wasn't directly adjacent.
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	<p>Alan Q. provided the Committee with a copy of the easement, which is also on file in the Town Office.</p> <p>A question was raised about the classification of Hart Road into the Forest and the lack of public parking. Graham will check on this with the Road Foreman.</p>
ACTIONABLES	<p>Alan Q. will provide a baseline documentation report to the Committee by the first week of December.</p> <p>Graham L. will confirm the road classification of Hart Road and what the options would be to create a proper turnaround and public access with Adam M., Rod Foreman. Information to be provided at the next DTFC meeting.</p>

PURPOSE OF THE COMMITTEE

DISCUSSION	<p>Erin requested the Committee develop a purpose statement that can be shared with the Town. Thought should be given to budget requests and a suggestion was made to write a note to be included in the Town Meeting booklet.</p> <p>Graham L. suggested a survey of the citizens would be helpful in assessing interest and prioritization of uses of the DTF. This could happen at Town Meeting.</p> <p>Graham L. shared that Hinesburg has a successful Town Forest management plan, and Richmond is in the process of acquiring a large town forest.</p> <p>Allowable activities, public access and possible relocation of the gate were brought up as topics for the Committee to address.</p> <p>Graham L. estimated a forest management survey would cost \$1200 or more.</p> <p>Kalev F. shared that he was quoted \$400-\$800/day for bushwhacking.</p> <p>It was noted that hunting stands and blinds exist in the DTF. Alan Q noted these are not currently allowed without permission. Matt M. will look into the regulations about this.</p>
ACTIONABLES	<p>Graham L. will share information about other town forest management plans. Information to be provided prior to the next DTFC meeting.</p> <p>Matt M. will research regulations surrounding the placement of hunting stands & blinds on Town Forest land and will report back at the next DTFC meeting.</p> <p>Monique M. will contact the Town Clerk to access the BGS site survey from the 1960's and share with the Committee at the next DTFC meeting.</p> <p>Graham L. will compose a letter to be included in the Town Report to be edited and approved at the next DTFC meeting.</p>

	Peter D. will research grant options and will report back at the next DTFC meeting.
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WALK OF TOWN FOREST

DISCUSSION	<p>Potential dates for the walk were discussed. Hunting season and availability of Committee members were considered.</p> <p>Alan Q. suggested Saturday November 4th at 9am to walk the Town Forest. Committee agreed.</p>
ACTIONABLES	Erin L. to post the walk on Front Porch Forum and Nextdoor North Duxbury Thursday 11/2

DETERMINE NEXT STEPS

DISCUSSION	<p>See ACTIONABLES in other sections.</p> <p>Next meeting will include:</p> <ul style="list-style-type: none"> • Finalization of budget request • Finalization of letter to be included in Town Report • Discussion of information learned from other Town Forest management plans • Reports from all Actionables
NEXT MEETING	Thursday, January 4, 2018 at 6pm Town Garage Meeting Room
ACTIONABLES	<p>Monique M. will contact Maureen to reserve the room for the next meeting.</p> <p>Erin L. will contact Maureen to set up a DTFC mailbox and request a key for Monique.</p>

ADJOURNMENT	Monique M. made a motion to adjourn the meeting and Peter D. seconded the motion. The meeting was adjourned at 7:21 PM.
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