

DRAFT  
**Duxbury Town Forest Committee Meeting Minutes**  
 February 21, 2019

<i>Town Forest Committee Members Present</i>	Peter DeCicco, Monique McHenry, Jesse Rufenacht, Zeb Towne
<i>Attendees</i>	Bob Magee, Mari Pratt, Alan Quackenbush, Tom Sweet
<i>Minutes Prepared By</i>	Jesse Rufenacht
<i>Call to Order</i>	The meeting was called to order at 6:02 by Monique M.
<i>Introductions</i>	N/A

**Changes to the Agenda**

<i>Discussion</i>	None
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**Public Comment**

<i>Discussion</i>	None
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**Approval of minutes from previous two meetings**

<i>Discussion</i>	Monique M. motioned to approve the minutes from the meeting on 12/3/18. Zeb T.. seconded. All in favor.
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**Forest Management Plan**

<i>Discussion</i>	<p>1) Tom Sweet of Hunger Mountain Forestry spoke to the Committee about his recommendations concerning next steps with regards to the creation of a forest management plan.</p> <p>Based on his assessment of the conveyance document, he believes that the best path for the committee to take is to contact Dan Singleton, the Washington County State Forester, for assistance with the creation of a bid proposal and the dissemination of said proposal to various foresters. County foresters are obligated to provide towns with this sort of assistance free of charge.</p> <p>Tom provided the committee with a copy of similar documents that Dan Singleton worked on for the Town of Waitsfield concerning the Scrag Town Forest.</p> <p>2) Monique M. followed up on her attempts to contact UVM about providing us with a graduate student that would be able to assist with the management plans. Her messages were not returned.</p> <p>3) The committee wanted to know if a member of the committee could make a</p>
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	bid to do the forest management plan or if that would be a conflict of interest.
<i>Conclusion</i>	<ul style="list-style-type: none"> <li>- The conveyance document is very detailed and will require a management plan that is aligned with the demands and details of the conveyance.</li> <li>- There should be public hearings providing all town residents with an opportunity to give public comment concerning the town forest and the management plan.</li> <li>-The conveyance states that the objective of the town forest is not to generate income for the town. If this occurs within the scope of the management plan that is fine, but it is not the prerogative of the town forest.</li> <li>- Dan Singleton will need to access to the conveyance document as it describes in detail what must be included in the management plan.</li> <li>- The Duxbury Land Trust must approve of the management plan.</li> <li>- Alan Quackenbush from the Duxbury Land Trust told the committee that the Land Trust does not need to review the request for a bid.</li> <li>- It would be a conflict of interest for a member of the committee to make a bid on the management plan. They could possible recuse themselves of these conversations and decisions at future meetings or resign from the committee if they wanted to be involved in that capacity.</li> </ul>
<i>Actionables</i>	<ul style="list-style-type: none"> <li>- Jesse R. will contact Dan Singleton about creating a bid proposal document and disseminating it for bids.</li> <li>- Monique M. will research the legality of a committee member making a bid on the management plan.</li> </ul>

**Town Forest Committee Budget**

<i>Discussion</i>	<p>The committee has \$1000 dollars in their budget that must be spent by 6/30/19. There is a line item for the committee to receive \$200 in funding for the coming fiscal year.</p> <p>Although the committee would like to put the \$1000 towards a management plan, it will not be possible to do this prior to 6/30/19. Should we try to spend the money on other things or should we attempt at town meeting to get that money rolled over into our funds for next year.</p> <p>Things discussed to spend the budget on: Brush hogging the flat expanse of land at the end of the access road into the town forest, official Duxbury Town Forest boundary markers, a kiosk for the entrance of the town forest at the top of Hart Road.</p>
<i>Conclusions</i>	<p>The committee would like to spend some of the budget on brush hogging and some of the budget on boundary markers. We are uncertain as to whether we are allowed to brush hog without yet having a management plan in place. The language of the conveyance and easement should indicate whether or not this is possible.</p> <p>With regards to paying for the forest management plan, the committee will</p>

	wait until the bid process is completed before proposing a budget large enough to cover its cost for the fiscal year 2020-2021.
<i>Actionables</i>	Zeb T. will review the conveyance and the easement in an attempt to find the language that would allow us to “maintain the existing environment” (ie. brush hogging what was previously brush hogged without having a management plan first in place). Zeb T. will search for an estimate on boundary markers.

### Selectboard meeting on 2/25 and Town Meeting

<i>Discussion</i>	It would be great for a member of the committee to be present at both the next selectboard meeting as well as town meeting. Unfortunately it doesn't sound like there is anyone who can attend those events.
<i>Conclusion</i>	It would be advantageous to provide a flyer for residents at town meeting outlining what the town forest committee has been doing during the past year.
<i>Actionables</i>	Monique M. will provide Alan Quackenbush with a flyer with this information on it that can be available for residents at the Land Trust's table.

### Determine Next Steps

<i>Discussion</i>	The top priority going forth is contacting Dan Singleton to receive assistance with creating a bid proposal.  Next meeting will include: <ul style="list-style-type: none"> <li>- A report on discussions and progress with Dan Singleton</li> <li>- A conclusion as to whether or not a committee member can make a bid for the management plan.</li> <li>- A conclusion regarding the language of the conveyance and easement specifically regarding whether or not brush hogging can occur prior to the creation of a management plan.</li> <li>- Final decisions on spending our current budget.</li> <li>- A report on how much boundary tags would cost.</li> </ul>
<i>Next Meeting</i>	Date: Tuesday 4/9/19 at 6:30pm  Location: Duxbury Town Garage.
<i>Adjournment</i>	Jesse R. made a motion to adjourn the meeting. Zeb T. seconded the motion. The meeting was adjourned at 7:19pm.