

DRAFT
Duxbury Town Forest Committee Meeting Minutes
 December 3, 2018

<i>Town Forest Committee Members Present</i>	Monique McHenry, Matt Muir, Jesse Rufenacht, Zeb Towne
<i>Attendees</i>	N/A
<i>Minutes Prepared By</i>	Jesse Rufenacht
<i>Call to Order</i>	The meeting was called to order at 6:08 by Monique M.
<i>Introductions</i>	N/A

Changes to the Agenda

<i>Discussion</i>	Approval of minutes from previous two meetings added to agenda.
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Public Comment

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

<i>Discussion</i>	<p>Monique M. motioned to approve the minutes from the meeting on 9/24/18 and 7/16/18. Matt M. seconded. All in favor.</p>
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Town Forest Markers and Kiosks

<i>Discussion</i>	<p>Should paint be used to mark trees along the border in addition to plastic tree markers to provide more visibility? - Zeb T. believes that hiring someone to paint tree markers along the perimeter would cost ~\$1000.</p> <p>Grahm L. was not present to provide a quote for the cost of plastic tree markers.</p> <p>Where should welcoming/informational kiosks be installed? In 1-3 locations maybe where the most amount of people would enter the DTF.</p>
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<i>Conclusion</i>	<p>A combination of plastic tags along with paint will be used to mark the perimeter of the plot.</p> <p>This might be able to be done by volunteers (likely the members of the committee) instead of hiring someone to do it.</p>
<i>Actionables</i>	Grahm L. will provide a quote for the cost of plastic tree tags.

Forest Management Plan

<i>Discussion</i>	<p>Can a graduate student at UVM create a satisfactory forest management plan? Would this plan be signed off on by a professional who is overseeing the process (a professor)? Would this plan include a timber plan?</p> <p>Can a quote be provided by a forester for a minimalist management plan that could get underway by spring or summer of 2019? If we hired a professional what would a minimal plan encompass?</p>
<i>Conclusions</i>	Quotes and details from foresters are needed to make an informed decision.
<i>Actionables</i>	<p>Monique M. will continue dialogue with UVM.</p> <p>Zeb T. will reach out to receive a quote from a forester and ask for them to attend our next meeting.</p> <p>At the next meeting a decision will be made about who will be hired to create the forest management plan.</p>

DTFC budget proposal for the Selectboard

<i>Discussion</i>	<p>Monique M. already drafted a budget proposal and gave it to the selectboard.</p> <p>Everyone is satisfied with the proposal that she created.</p> <p>Jesse R. motioned to maintain the budget proposal as is.</p> <p>Matt M. seconded.</p> <p>All in favor.</p>
<i>Conclusions</i>	<p>There are still some questions that need to be answered by the selectboard for us regarding the use of the DTF budget.</p> <ul style="list-style-type: none"> - If we need to spend some of our budget on a service, what is the process like for getting bids? - Must we get multiple bids? - Can someone on the board submit a bid? - What is the selectboard's involvement?

DTFC presence at upcoming Selectboard Meeting and Planning Commission Meeting

<i>Discussion</i>	<p>There is a Selectboard meeting on Monday 12/10 that someone should be present for to present our budget proposal and provide an update on the committee's progress.</p> <p>There is a Planning Commission meeting on Thursday 12/13 that could be helpful to have one of us at.</p>
<i>Conclusions</i>	<p>People will check their calendars and communication will occur to determine who might be able to attend those meetings.</p>

Determine Next Steps

<i>Discussion</i>	<p>Most urgent order of business remains creating a town forest management plan. Next meeting a decision will be made regarding who will create the forest management plan.</p> <p>Next meeting will include:</p> <ul style="list-style-type: none">- Information and details regarding UVMs potential involvement in a management plan.- A professional forester in attendance to describe what a potential management plan would include and the potential cost of such a plan.
<i>Next Meeting</i>	<p>Date: Monday 1/28/19, 2/4/19 or 2/11/19 depending on when Matt M. is available as well as a forester.</p> <p>Location: Duxbury Town Garage.</p>
<i>Actionables</i>	<p>Matt M. will let everyone know when he finds out about his schedule for 2019.</p>
<i>Adjournment</i>	<p>Jesse R. made a motion to adjourn the meeting. Monique M. seconded the motion. The meeting was adjourned at 7:16pm.</p>