

**Andrews Community Forest Committee  
Regular Meeting  
Tuesday September 26th, 2023 - 6:00 to 8:00 PM**

**Location:** Richmond Town Center Meeting Conf. Room A, 3rd Floor – 203 Bridge Street  
Meeting will be held in person but may also be joined online or by phone

**Zoom Meeting**

<https://us02web.zoom.us/j/85179627905?pwd=VEZ6WVFMS1lOdENGdS9HeGNsTmxjdz09>

Meeting ID: XXXXXXXX

Passcode: XXXXXXXX

Join by phone: dial 1 929 205 6099 (NY) and add meeting code

**Members of the Public attending (via zoom)**

Sam Pratt, Nancy Zimny, Paul Hauf, Bob Low, Daniel Wolfson, Wright Preston

**Agenda**

6:00 pm Standing Items:

Start recording Zoom.

Roll call and Quorum

**Committee members in attendance**

Cecilia Danks, Chase Rosenberg, Daniel Schmidt, Julian Portillo, Ian Stokes, Melissa Wolaver

**Appoint time-keeper and minutes taker (*should this become a rotating responsibility?*)**

Daniel Schmidt – minutes taker

**Minutes of August 28th, 2023 meeting**

Motion to approve the minutes

Minutes approved

**Additions/Changes to Agenda**

Discussion with Wright Preston about additional ACFC support.

**6:10 Town Committee Representatives reports:**

Trails Committee (Chase R.)

The RTC has been working on remediation of storm damage, especially on river trail. They are hoping to do that this fall.

The RTC is coordinating on projects with Richmond Mountain Trails, perhaps on the river trail since that trail needs a lot of work.

RCC (Daniel S.)

RCC has discussed supporting ACFC, especially when it comes to funding additional administrative help. RCC also discussed a potential RCC representative candidate for ACFC, though none of the people that the RCC had contacted chose to apply.

The RCC is also working on herp crossing signs, similar to the ones in Huntington. And a discussion of Old Jericho Road trail and how the RCC can help with trail fixing post-flood.

Discussion: procedures for reporting to Select Board.

Annotate the timing on the agenda items

### **6:20 Communications Director report (Daniel S.):**

Regarding procedure for managing written public comments  
Recent emails received; Emails etc. sent

Nothing to address at this time. There haven't been any pertinent emails or DMs sent to the ACFC.

Ian will talk with the town to get an official ACFC email address. Thus the ACFC will not need to use the current gmail account, which is not ideal for a number of reasons. The communications director (Daniel) will tell people who contact the ACFC on facebook/IG that they can start an e-conversation by email. This is the best way keep track of these conversations and have them not get lost in the facebook/IG DMs.

### **6:30 Consideration of replacement ACFC Chairperson and Secretary.**

The ACFC needs to appoint a non-interim chair. Daniel has offered to be one of the co-chairs. Julian had the idea to have co-chair appointments that last a year, but are staggered by six months. That way there is more continuity between chairs.

Cecilia will be stepping down as a co-chair but will stay on the committee until the ACFC is able to fill the remaining member positions.

Ian is interested in transitioning from an interim co-chair to an official co-chair.

There is a motion to appoint Daniel Schmidt as co-chair  
The motion to appoint Daniel Schmidt as co-chair passes

There is a motion to appoint Ian Stokes as co-chair  
The motion to appoint Ian Stokes as co-chair passes

### **Discussion about Wright Preston's offer to help support the ACFC in terms of utility easements**

There are two utility easements on the ACF. These are important to the utilities. Wright can work with these utilities on the easement for getting from Rt. 2 to the power lines. Maple Wind Farms has an easement along a road that is in very poor condition. Wright would talk with Maple Wind (Bruce and Beth) about switching roads, from the old farm road to the new utility road.

Motion to authorize Wright Preston to work with Maple Wind Farm, Green Mountain Power, and Vermont Electric Power Company on the existing easement through ACF and to bring information back to the ACFC for the final decision regarding the easement.  
The motion passes

#### **6:45 Application(s) to join the ACFC, including any recommendations from RCC and TC**

Neither the RCC nor the RTC have put forth any applications for the ACFC.

Potential committee applicants have expressed concern over:

- The workload of being on the committee, many more hours than necessary
- The contention around the work the committee has been doing
- The feeling that the selectboard is not supportive of the committee

Perhaps we need an outreach process for the next round of potential applicants?

We have one applicant but it was an info packet but didn't really express information needed to be able to vote on this person's interest of serving on the committee.

Recommendation to reach out to this person for more information and to table voting on this person. Daniel will reach out to Zach to both answer his questions and, if he's still interested in applying, to write a letter for the ACFC and select board as specified in the application materials.

The committee members will reach out to more community members to see if anyone is interested in applying.

#### **6:55 Subcommittee reports (in packet):**

Trails Stewardship subcommittee (Chase R.) (*Does Chase want to add a replacement for Caitlin?*)

Chase took the comments and did some revisions to the trail stewardship plan, including a potential trail maintenance commitment from other trail orgs.

#### **Comprehensive Management Plan subcommittee, including meeting with Tyler Machia (Melissa W.)**

Per Melissa's conversation with Tyler Machia –

All newly built trails will need to be permitted by the Zoning Administrator. Any new trails built on slopes greater than 20% will need engineering plans. And if any trails are over 35%, they will need to reroute those trails.

The first phase would be to develop a site plan that includes many of the elements of the ACFC management plan. And the trail development needs to happen in phases. There are a lot of questions about what this looks like as it's a fairly unprecedented process and one that no other trail in Richmond has had to undergo.

The ACFC would like Tyler to attend one of the ACFC meetings to get some answers about trail development in the forest. The committee wrote questions for Tyler and Melissa will send them to him ahead of time. Melissa will send the questions to Tyler and we will have Tyler join an ACFC meeting to discuss these issues.

**7:20 Proposal for a writer to help revise our Management Plan, incorporating subcommittee recommendations and other revisions: Scope of project and skills/ qualifications/ experience required.**

(Town's RFP template in packet).

The two subcommittees will work on drafting the RFP. Josh Arneson has offered to help the ACFC to write this RFP.

**7: 35 Draft signage for kiosk (see packet) (1) Informational list that is an old version, with red highlight to indicate what should be changed; (2) Map of existing trails, not yet identifying those on which bicycles are permitted.**

ACFC would like to put up basic rules and regulations sign that we would put at the kiosk at the ACF. We need to update the current signage and the new signs would have the changes on them.

Ian and Melissa will work on updating the changes, laminating the sign, and putting it up at the ACF.

**7:50 Short Reports: Talk at UVM with possible framework for deciding how to handle impacts of recreation on wildlife and other visitors to ACF. (Cecilia to report) and "The Crossing Paths of Recreation and Forest Management" webinar hosted by the Northern Forest Center. (Daniel S. and Ian S.)**

We're skipping this agenda item until next time.

**7:55 Invasive plant control at the ACF – emailed update from Ethan Tapper. (in Packet) "Tapper\_email.docx"**

Nothing to report. Just that the invasive control work is being done.

**8:00 Next meeting October 23<sup>rd</sup> 2023 (standardize to 4th Monday at 6pm as indicated on town website)**

If the select board approves Ian and Daniel, then they will be leading this meeting.

Entertain Motion to Adjourn

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Packet: (8 items)

Application(s) to join the ACFC: "ACFC\_ZachFaulkner.pdf"

Revised draft subcommittee reports (including notes from meeting with Zoning Administrator)

    "Trail Stewardship Plan v1.docx"

    "CMP August Sep 8 2023-3b.docx"

    "Notes from meeting with Tyler Machia 9.docx"

Town's RFP template "RFP Town Template.doc"

Draft signage for kiosk:

    (1) Informational list "Signage.doc"

    (2) Map of existing trails from Arrowwood data. "Existing.jpg"

Invasive plant control at the ACF – emailed update from Ethan Tapper. "Tapper\_email.docx"