

Andrews Community Forest Committee
Regular Meeting
Agenda
October 23rd, 2023
6:00 to 7:30 PM
Richmond Town Center Meeting Conf. Room A, 3rd Floor – 203 Bridge Street, Richmond, VT
Meeting may also be joined online or by phone

Join Zoom Meeting:

<https://us02web.zoom.us/j/87009322152?pwd=QnJLe1lPK0xJN3RxWjlvMEZGMCM9uQT09>

Meeting ID: 870 0932 2152

Passcode: 399802

Find your local number: <https://us02web.zoom.us/u/kbn1l98GDj>

6:00 Roll call, confirmation of quorum, appointment of minute taker and time keeper

6:02 Additions to Agenda; September meeting Minutes

6:05 (10 minutes) Trails Committee and Conservation Committee (brief reports)

6:15 (5 minutes) Informational: Updates at the Town's website: the ACFC email address, recruitment applications without deadline, our meetings now standardized to 4th Monday.

6:20 (10 minutes) Application(s) for ACFC vacancies

6:30 (15 minutes) Subcommittee report (Melissa).

6:45 (15 minutes) The Kiosk map and 'rules' (drafts in 'packet').

7:00 (15 minutes) The RFP for a MP writer. (Initial Draft in 'packet') - Discussion of sections about Skills and Experience; Scope of Work, Deliverables.

7:15 (10 minutes) Suggestions and offers of individual projects (ideas floated: educational projects, benches, FPF postings, website content, other?)

7:25 Adjourn

Attached here:

Draft Map for Kiosk: DraftMap_13-Oct-2023.pdf

Draft Kiosk 'rules' for Kiosk: Kiosk-Signage_29-Sept-2023.pdf

Draft RFP: RFP-Draft-Writer_20-Oct-2023.pdf

Tyler Machia memo (already at

https://www.richmondvt.gov/fileadmin/files/Andrews_Community_Forest/Meetings/2023/10/ACF_Memo_10-4-23.pdf)

*** PLEASE NOTE – MATERIALS RELATED TO THESE AGENDA ITEMS (IF ANY) WILL BE POSTED AND AVAILABLE ON THE ANDREWS COMMUNITY FOREST WEBPAGE AT <http://www.richmondvt.gov/boards-minutes/conservation-commission/richmond-town-forest/>**